

Constellation Schools: Puritas Community Middle
Annual Board Meeting Minutes
Thursday, May 18, 2023
Constellation Schools – Administrative Offices, Parma, Ohio

I. Roll Call

Chad Carr called the meeting to order at 6:03 p.m. with the following members present: Jerry Hilinski, Gary Coupe, and Diane Longstreth. Absent: Sean Mendise and Jacqueline Grimm.

School staff present: Victoria Marshall

ACCEL Schools LLC present: Chad Carr, Sarah O'Bryan, Mary Beth Oko, Debbie Piazza, Christine Garten, Kate Craft, Julia Howerton, Lisa Vinarcik, Garrick Lukich, and Brian Preseren.

Sponsor representative: Joe Calinger

Financial Services: Dave Massa, Massa Financial Solutions LLC

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – March 30, 2023

PTCM-2023-05-01

A motion was made by Jerry Hilinski, and was seconded by Diane Longstreth, approving the minutes of March 30, 2023, as presented.

All board members concurred.

Motion Carried

IV. Principal Report

Enrollment for school year 2022/2023 is 121.

Re-Enrollment for school year 2023-2024 is 52.

Total Re-Enrollment and New for school year 2023/2024 is 71.

Acceptance of Donations

PTCM-2023-05-02

A motion was made by Gary Coupe, and was seconded by Diane Longstreth, accepting the donations, as presented.

All board members concurred.

Motion Carried

V. Committee Reports

No report.

VI. Education Services

Education Program Coordinator

No report.

Curriculum & Instruction Program Coordinator

Debbie Piazza requested board approval for Supplemental Request for SY 2022-2023. Board approval was requested for board members to acknowledge the Bullying, Harassment, and Intimidation Reporting.

Supplemental Request for SY 22/23

PTCM-2023-05-03

A motion was made by Jerry Hilinski, and was seconded by Diane Longstreth, approving the Supplemental Requests for SY 2022-2023, as presented.

All board members concurred.

Motion Carried

Acknowledgment of Bullying, Harassment, and Intimidation Reporting

Jerry Hilinski, Gary Coupe, and Diane Longstreth acknowledged they reviewed the Bullying, Harassment, and Intimidation Reporting.

VII. Student Services

Special Education Program Coordinator

Special Education Numbers were made available to the board members.

School Nurse Program Coordinator

The Nurse Services Report was made available to the board members.

VIII. Technology Report

No report.

IX. Human Resources Report

Sarah O’Bryan requested board approval for Personnel Actions for SY 2023-2024. Board approval was requested to ratify Personnel Actions for 2022-2023. Board approval was requested to ratify Personnel Actions for 2023-2024. Board approval was requested for the Revised Employment Contracts for SY 2023-2024. Board approval was requested for the HRIS System Conversion – UKG- Resolution authorizing the Board President to execute Transition Documents.

Personnel Actions for the 2023/2024 School Year

PTCM-2023-05-04

A motion was made by Jerry Hilinski, and was seconded by Gary Coupe, approving the Personnel Actions for the 2022/2023 school year, as presented (see attached).

All board members concurred.

Motion Carried

Ratify Personnel Actions for the 2022/2023 School Year

PTCM-2023-05-05

A motion was made by Gary Coupe, and was seconded by Diane Longstreth, approving to Ratify Personnel Actions for the 2022/2023 school year, as presented (see attached).

All board members concurred.

Motion Carried

Ratify Personnel Actions for the 2023/2024 School Year

PTCM-2023-05-06

A motion was made by Gary Coupe and was seconded by Diane Longstreth, approving to Ratify Personnel Actions for the 2023/2024 school year, as presented (see attached).

All board members concurred.

Motion Carried

Revised Employment Contracts for SY 2023-2024

PTCM-2023-05-07

A motion was made Diane Longstreth, and was seconded by Jerry Hilinski, approving the Revised Employment Contracts for SY 2023-2024, as presented (see attached).

All board members concurred.

Motion Carried

HRIS System Conversion – UKG – Resolution Authorizing the Board President To Execute Transition Documents

PTCM-2023-05-08

A motion was made by Gary Coupe, and was seconded by Diane Longstreth, adopting the Resolution Authorizing the HRIS System Conversion – UKG - Board President to Execute Transition Documents, as presented (see attached).

All board members concurred.

Motion Carried

X. Facilities Manager Report

No report.

XI. Business and Safety Manager Report

No report.

XII. Marketing Report

No report.

XIII. Treasurer Report

Dave Massa requested board approval for the March, 2023 and April 2023 Financial Reports. Board approval was requested for the updated 2023 Five Year Forecast which includes FY24 Projection. Board approval was requested for the 2024 Facility Leases.

March 2023 Financial Report

PTCM-2023-05-09

A motion was made by Jerry Hilinski, and was seconded by Diane Longstreth, approving the March 2023 Financial Report, as presented (see attached).

All board members concurred.

Motion Carried

April 2023 Financial Report

PTCM-2023-05-10

A motion was made by Gary Coupe, and was seconded by Diane Longstreth, approving the April 2023 Financial Report, as presented (see attached).

All board members concurred.

Motion Carried

Updated 2023 Five Year Forecast (Includes FY24 Projection)

PTCM-2023-05-11

A motion was made by Jerry Hilinski, and was seconded by Diane Longstreth, approving the Updated 2023 Five Year Forecast (Includes FY24 Projection), as presented (see attached).

All board members concurred.

Motion Carried

Facility Lease Twelfth Addendum to Original Lease

PTCM-2023-05-12

A motion was made by Diane Longstreth, and was seconded by Jerry Hilinski, approving the Facility Lease for the Twelfth Addendum to the Original Lease whereas Constellation Schools: Puritas Community Middle is to pay a rental amount of \$20,000.00 per month to Constellation Schools: Puritas Community Elementary effective July 1, 2023, through June 30, 2024, as presented (see attached).

All board members concurred.

Motion Carried

XIV. Superintendent Report

Sarah O'Bryan requested that the board members acknowledge they reviewed the May 2023, Superintendent Residency Verification Report. Board approval was requested to ratify FIT Technologies Agreement for E-Rate Services. Board approval was requested to ratify the Connect, ITC Agreement. Board approval was requested to ratify approving the Resolution for Transportation Services for SY 2023-2024. Board approval was requested for the 2023-2024 Schedule of Board Meeting Dates.

Acknowledgment of Superintendent Residency Verification Report for April and May 2023

Jerry Hilinski, Gary Coupe, and Diane Longstreth acknowledged they reviewed the April and May 2023 Superintendent Residency Verification Reports.

Ratify FIT Technologies Agreement for E-Rate Services

PTCM-2023-05-13

A motion was made by Diane Longstreth, and was seconded by Gary Coupe, approving ratifying the FIT Technologies Agreement for E-Rate Services, as presented (see attached).

All board members concurred.

Motion Carried

Ratify Connect, ITC Agreement

PTCM-2023-05-14

A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, approving to ratify the Connect, ITC Agreement, as presented (see attached).

All board members concurred.

Motion Carried

Ratify Resolution for Transportation Services for SY 2023-2024

PTCM-2023-05-15

A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, approving to ratify the Resolution for Transportation Services for SY 2023-2024, as presented (see attached).

All board members concurred.

Motion Carried

2023-2024 Board Meeting Dates

PTCM-2023-05-16

A motion was made by Jerry Hilinski, and was seconded by Gary Coupe, approving the 2023-2024 Board Meeting Dates, as presented (see attached).

All board members concurred.

Motion Carried

XV. Sponsor Update

Board members received the monthly board report.

XVI. Public Comment

Sarah O’Bryan introduced the Public Hearing for IDEA Part B and IDEA ARP Public Funds Use Hearing.

The purpose of this hearing is to give the public an opportunity to provide comments on the School’s use of IDEA Part B funding and IDEA ARP Public Funds Use Hearing.

There was a request for public comment. No public comment was offered.

New Business

Sarah O’Bryan requested the Resignation of Board Members, Election of Board Members, and the Election of Officers.

Appointment of Board Members

PTCM-2023-05-17

A motion was made by Gary Coupe, and was seconded by Diane Longstreth electing Diane Longstreth, Gary Coupe, and Sean Mendise to serve as board members for Constellation Schools: Puritas Community Middle.

All board members concurred.

Motion Carried

Appointment of Board President – Diane Longstreth

PTCM-2023-05-18

A motion was made by Jerry Hilinski, and was seconded by Gary Coupe, electing Diane Longstreth as Board President for Constellation Schools: Puritas Community Middle.

All board members concurred.

Motion Carried

Appointment of Board Vice President – Gary Coupe

PTCM-2023-05-19

A motion was made by Jerry Hilinski, and was seconded by Diane Longstreth, electing Gary Coupe as Board Vice President for Constellation Schools: Puritas Community Middle.

All board members concurred.

Motion Carried

Appointment of Board Secretary – Sean Mendise

PTCM-2023-05-20

A motion was made by Jerry Hilinski, and was seconded by Gary Coupe, electing Sean Mendise as Board Secretary for Constellation Schools: Old Brooklyn Community Elementary.

All board members concurred.

Motion Carried

Resignation of Board Members

PTCM-2023-05-21

A motion was made by Gary Coupe and was seconded by Diane Longstreth acknowledging the resignation of Jerry Hilinski and Jacqueline Grimm.


All board members concurred.

Motion Carried

Adjourn

A motion was made by Jerry Hilinski, and was seconded by Longstreth, to adjourn.
All board members concurred.

Motion Carried 7:01 p.m.



President



Secretary