

Constellation Schools: Parma Community  
Board Meeting Minutes  
Thursday, July 20, 2023  
Constellation Schools – Administrative Offices, Parma, Ohio

**I. Roll Call**

Chad Carr called the meeting to order at 6:00 p.m. with the following members present: John Noga, Jerry Bednar, Bert Butts, Leo Tischer and Michele Norman.

School staff present: Kristina Scott, Ciara Gaspar, Martin Beckman, Todd Luecke and David Kassel.

ACCEL Schools LLC present: Chad Carr, Sarah O’Bryan, Mary Beth Oko, Debbie Piazza, Christine Garten, Lisa Vinarcik, and Brian Preseren.

Sponsor representative: Joyce Lewis

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 – May 18, 2023**

**PC-2023-07-01**

A motion was made by Leo Tischer, and was seconded by John Noga, approving the minutes of May 18, 2023, as presented.

All board members concurred.

Motion Carried

**IV. Principal Report**

Enrollment for school year 2023/2024 is 1,160.

**V. Committee Reports**

No report.

**VI. Education Services**

**Education Program Coordinator**

Debbie Piazza requested board approval for 2022-2023 Supplemental Requests.

**2022/2023 Supplemental Requests**

**PC-2023-07-02**

A motion was made by Michele Norman, and was seconded by Jerry Bednar, approving the 2022-2023 Supplemental Requests, as presented (see attached).

All board members concurred.

Motion Carried

**Curriculum & Instruction Program Coordinator**

No report.

**VII. Student Services**

**Special Education Program Coordinator**

Christine Garten requested board members review and acknowledge the ODE Special Education Model Policies and Procedures.

**Acknowledgment of the ODE Special Education Model Policies and Procedures**

John Noga, Jerry Bednar, Leo Tischer, Bert Butts, and Michele Norman acknowledged they reviewed the ODE Special Education Model Policies and Procedures.

**School Nurse Program Coordinator**

No report.

**VIII. Technology Report**

No report.

**IX. Human Resources Report**

Sarah O'Bryan requested board approval to ratify Personnel Actions for SY2022-20234 and SY2023-2024 Resignation and Separations were for information only.

**Ratify Personnel Actions for the 2022/2023 School Year**

**PC-2023-07-03**

A motion was made by Leo Tischer, and was seconded by Michele Norman, approving to ratify the 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**

**PC-2023-07-04**

A motion was made Bert Butts, and was seconded by Leo Tischer, approving to ratify the Personnel Actions for the 2023/2024 school year, 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 May 2023 and June 2023 Financial Reports.

**May and June 2023 Financial Reports**

**PC-2023-07-05**

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving the May and June 2023 Financial Reports, 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 June and July 2023 Superintendent Residency Verification Report. Board approval was requested for Revised Policy 3.2140 Ohio Resident Education Program. Board approval was requested for Revised Policy 2.2040.5 Curriculum Associates i-Ready. Board approval was requested for Revised Policy 2.2040.6 i-Ready. Board approval was requested for Revised Policy 4.1140 Calamity Day Make Up. Board approval was requested for the 2023-2024 Parent/Student Handbook. Board approval was requested to ratify the agreement with Connect for ITC Services for FY23-FY26. Board approval was requested for the Amendment to the Fiscal Officer Agreement. Board approval was requested to Ratify the bid award to Snap Gourmet for Food Services for SY 2023-2024.

**Acknowledgment of Superintendent Residency Verification Report for June and July 2023**

John Noga, Jerry Bednar, Leo Tischer, Bert Butts, and Michele Norman acknowledged they reviewed the June and July 2023 Superintendent Residency Verification Reports.

**Revised Policy 3.2140 Ohio Resident Education Program**

**PC-2023-07-06**

A motion was made by Jerry Bednar, and was seconded by John Noga, approving Revised Policy 3.2140 Ohio Resident Education Program, as presented (see attached).

All board members concurred.

Motion Carried

**Revised Policy 2.2040.5 Curriculum Associates i-Ready**

**PC-2023-07-07**

A motion was made by John Noga, and was seconded by Jerry Bednar, approving Revised Policy 2.2040.5 Curriculum Associates i-Ready, as presented (see attached).

All board members concurred.

Motion Carried

**Revised Policy 2.2040.6 i-Ready**

**PC-2023-07-08**

A motion was made by John Noga, and was seconded by Jerry Bednar, approving Revised Policy 2.2040.6 i-Ready, as presented (see attached).

All board members concurred.

Motion Carried

**Revised Policy 4.1140 Calamity Day Make Up**

**PC-2023-07-09**

A motion was made by John Noga, and was seconded by Jerry Bednar, approving Revised Policy 4.1140 Calamity Day Make Up, as presented (see attached).

All board members concurred.

Motion Carried

**2023-2024 Parent/Student Handbook**

**PC-2023-07-10**

A motion was made by Jerry Bednar, and was seconded by John Noga, approving the 2023-2024 Parent/Student Handbook, as presented (see attached).

All board members concurred.

Motion Carried

**Ratify Agreement with Connect for ITC Services for FY 23-FY26**

**PC-2023-07-11**

A motion was made by Jerry Bednar, and was seconded by John Noga, approving ratifying the Agreement with Connect for ITC Services for FY23-FY26, as presented (see attached).

All board members concurred.

Motion Carried

**Ratify Amendment to the Fiscal Officer Agreement**

**PC-2023-07-12**

A motion was made by John Noga, and was seconded by Leo Tischer, approving ratifying the Amendment to the Fiscal Officer Agreement, as presented (see attached).

All board members concurred.

Motion Carried

**Ratify Bid Award to Snap Gourmet for Food Service for School Year 2023-2024**

**PC-2023-07-13**

A motion was made by Michele Norman, and was seconded by John Noga, approving ratifying the Bid to Snap Gourmet for Food Services for School Year 2023-2024, as presented (see attached).

All board members concurred.

Motion Carried

**XV. Sponsor Update**

Reminder that due to the requirements of House Bill 2, each board member is required to complete sunshine laws (open meetings) training every year. The new school year started July 1 for this requirement. Typically, the ESCLEW will offer this training in the fall (October). An email with information regarding the date and registration information will be sent once it's finalized.

In the June ESCLEW Sponsor Update, we provided guidance regarding health curriculum requirements specific to instruction in suicide prevention, violence prevention, and social inclusion based on guidance we received from the state. However, after verification with ODE this component of HB 123 is not applicable to community schools,

although components of HB 288 effective April 2023 will be required for community schools in 2023-2024. Community schools are required to provide health education instruction in child sexual abuse and sexual violence prevention beginning in the 2023-2024 school year.

Site visits will resume in September.

Our Financial consultant Linda Moye holds a monthly phone meeting with the school's treasurer, a completed report of this meeting is emailed to all board members. At this time, there were no red flags discussed. If you have any questions regarding your school's financials, we encourage you to reach out to your treasurer.

**XVI. Public Comment**

No report.

**New Business**

No report.

**Adjourn**

A motion was made by Jerry Bednar, and was seconded by Bert Butts, to adjourn.

All board members concurred.

Motion Carried 6:15 p.m.

  
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President

  
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Secretary