

Constellation Schools: Westpark Community Elementary
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: Charles Ledger, Bogusia Chmielewski, Donna Stelter, Rodney Spencer and Thomas Bonner.

School staff present: None

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

WCE-2023-07-01

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, 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 186.

V. Committee Reports

No report.

VI. Education Services

Education Program Coordinator

No report.

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

Charles Ledger, Bogusia Chmielewski, Donna Stelter, Rodney Spencer and Thomas Bonner 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 SY2023-2024. Resignation and Separations were for information only.

Ratify Personnel Actions for the 2023/2024 School Year

WCE-2023-07-02

A motion was made by Thomas Bonner, and was seconded by Bogusia Chmielewski, 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

WCE-2023-07-03

A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, 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

Acknowledgment of Superintendent Residency Verification Report for June and July 2023

Charles Ledger, Bogusia Chmielewski, Donna Stelter, Rodney Spencer and Thomas Bonner acknowledged they reviewed the June and July 2023 Superintendent Residency Verification Reports.

Revised Policy 3.2140 Ohio Resident Education Program

WCE-2023-07-04

A motion was made by Bogusia Chmielewski, and was seconded by Thomas Bonner, 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

WCE-2023-07-05

A motion was made by Bogusia Chmielewski, and was seconded by Thomas Bonner, 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

WCE-2023-07-06

A motion was made by Bogusia Chmielewski, and was seconded by Thomas Bonner, 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

WCE-2023-07-07

A motion was made by Bogusia Chmielewski, and was seconded by Thomas Bonner, approving Revised Policy 4.1140 Calamity Day Make Up, as presented (see attached).
All board members concurred.
Motion Carried

2023-2024 Parent/Student Handbook

WCE-2023-07-08

A motion was made by Bogusia Chmielewski, and was seconded by Thomas Bonner, 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

WCE-2023-07-09

A motion was made by Bogusia Chmielewski, and was seconded by Thomas Bonner, 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

WCE-2023-07-10

A motion was made by Bogusia Chmielewski and was seconded by Thomas Bonner, approving ratifying the Amendment to the Fiscal Officer Agreement, 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 Thomas Bonner, and was seconded by Rodney Spencer, to adjourn.

All board members concurred.

Motion Carried 6:15 p.m.



President



Secretary