

Constellation Schools: Westside Community School of the Arts  
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: Diane Longstreth, Gary Coupe, and Beverly Nissel

School staff present: Julie Clark and Aderonia Foreback

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

Sponsor representative: Joe Calinger

Financial Services: Dave Massa, Massa Financial Solutions LLC

**Appointment of Board Member – Beverly Nissel**

**WCSA-2023-07-01**

A motion was made by Diane Longstreth and was seconded by Gary Coupe electing Beverly Nissel to serve as board member for Constellation Schools: Westside Community School of the Arts.

All board members concurred.

Motion Carried

**Resignation of Board Member**

**WCSA-2023-07-02**

A motion was made by Gary Coupe and was seconded by Diane Longstreth acknowledging the resignation of Sean Mendise.

All board members concurred.

Motion Carried

**II. Adoption of Agenda**

The agenda was adopted as presented.

**III. Approval of Minutes**

**Approval of Minutes – May 18, 2023**

**WCSA-2023-07-03**

A motion was made by Diane Longstreth, and was seconded by Gary Coupe, 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 131.

**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**

Diane Longstreth, Gary Coupe, and Beverly Nissel 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 SY2022-2023 and SY 2023-2024. Board approval was requested for a Crisis Response Stipend. Resignation and Separations were for information only.

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

**WCSA-2023-07-04**

A motion was made by Gary Coupe and was seconded by Diane Longstreth, 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**

**WCSA-2023-07-05**

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

All board members concurred.

Motion Carried

**Crisis Response Stipend**

**WCSA-2023-07-06**

A motion was made by Gary Coupe, and was seconded by Diane Longstreth, approving the Crisis Response Stipend, 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**

**WCSA-2023-07-07**

A motion was made by Diane Longstreth, and was seconded by Gary Coupe, 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**

Diane Longstreth, Gary Coupe, and Beverly Nissel acknowledged they reviewed the June and July 2023 Superintendent Residency Verification Reports.

**Revised Policy 3.2140 Ohio Resident Education Program**

**WCSA-2023-07-08**

A motion was made by Beverly Nissel, and was seconded by Gary Coupe, 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**

**WCSA-2023-07-09**

A motion was made by Beverly Nissel, and was seconded by Gary Coupe, 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**

**WCSA-2023-07-10**

A motion was made by Beverly Nissel and was seconded by Gary Coupe, 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**

**WCSA-2023-07-11**

A motion was made by Beverly Nissel, and was seconded by Gary Coupe, approving Revised Policy 4.1140 Calamity Day Make Up, as presented (see attached).

All board members concurred.

Motion Carried

**2023-2024 Parent/Student Handbook**

**WCSA-2023-07-12**

A motion was made by Beverly Nissel, and was seconded by Gary Coupe, 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**

**WCSA-2023-07-13**

A motion was made by Beverly Nissel, and was seconded by Gary Coupe, 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**

**WCSA-2023-07-14**

A motion was made by Beverly Nissel and was seconded by Gary Coupe, 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**

**WCSA-2023-07-15**

A motion was made by Beverly Nissel, and was seconded by Diane Longstreth, 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**

Board members received the monthly board report.

**XVI. Public Comment**

No report.

**New Business**

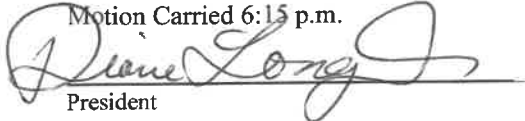
No report.

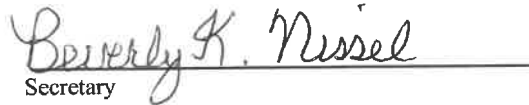
**Adjourn**

A motion was made by Gary Coupe, and was seconded by Diane Longstreth, to adjourn.

All board members concurred.

Motion Carried 6:15 p.m.

  
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President

  
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Secretary