

Constellation Schools: Westpark Community Middle  
Board Meeting Minutes  
Thursday, October 19, 2023  
Constellation Schools – Parma Community Middle & High Cafeteria, Parma Ohio

**I. Roll Call**

Sarah O'Bryan called the meeting to order at 6:01 p.m. with the following members present: James Tortelli, Greg Kozarik, Deborah Callen, Laurene Perkins, and Joseph Sgro.

School staff present: Deborah Rotolo

ACCEL Schools LLC present: Sarah O'Bryan, Mary Beth Oko, Debbie Piazza, Christine Garten, Kate Craft, 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 – September 19, 2023**

**WCM-2023-10-01**

A motion was made by Greg Kozarik, and was seconded by Laurene Perkins, approving the minutes of September 19, 2023, as presented.

All board members concurred.

Motion Carried

**IV. Principal Report**

Enrollment for school year 2023/2024 is 143.

**Field Trip**

**WCM-2023-10-02**

A motion was made by Greg Kozarik, and was seconded by Joseph Sgro, approving the field trip, as presented.

All board members concurred.

Motion Carried

**V. Committee Reports**

No report.

**VI. Education Services**

**Education Program Coordinator**

Debbie Piazza requested board adoption of the resolution for the Plan for Completion of Make-Up Days Via Web Access.

**Resolution – Plan for Completion of Make-Up Days Via Web Access**

**WCM-2023-10-03**

A motion was made by Deborah Callen, and was seconded by Joseph Sgro, adopting the resolution for the Plan for Completion of Make-Up Days Via Web Access, as presented (see attached).

All board members concurred.

Motion Carried

**Curriculum & Instruction Program Coordinator**

No report.

**VII. Student Services**

**Special Education Program Coordinator**

Special Education Numbers for October 2023 were made available to board members.

**School Nurse Program Coordinator**

No report.

**VIII. Technology Report**

No report.

**IX. Human Resources Report**

Sarah O'Bryan requested board members to ratify the Personnel Action.

**Ratify Personnel Action**

**WCM-2023-10-04**

A motion was made by Joseph Sgro, and was seconded by Greg Kozarik, approving ratifying the Personnel Action, 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**

Lisa Vinarcik requested board approval for the 2022-2023 Annual Report. Board members were requested to review and acknowledge the Racial Balance Assessment.

**2022-2023 Annual Report**

**WCM-2023-10-05**

A motion was made by Deborah Callen, and was seconded by Greg Kozarik, approving the 2022-2023 Annual Report, as presented (see attached).

All board members concurred.

Motion Carried

**Acknowledgment of Racial Balance Assessment**

James Tortelli, Greg Kozarik, Deborah Callen, Laurene Perkins, and Joseph Sgro acknowledged they reviewed the Racial Balance Assessment.

**XIII. Treasurer Report**

Dave Mass requested board approval for the September 2023 Financial Report. Board approval was requested for the FY 2024 Five Year Forecasts (Resolution) and the FY 2024 Annual Budgets and Revised FY 2024 ODE Formatted Budgets (Resolution)

**September 2023 Financial Report**

**WCM-2023-10-06**

A motion was made by James Tortelli, and was seconded by Greg Kozarik, approving the September 2023 Financial Report, as presented (see attached).

All board members concurred.

Motion Carried

**Resolution - FY2024 Five Year Forecast**

**WCM-2023-10-07**

A motion was made by James Tortelli, and was seconded by Greg Kozarik, adopting the Resolution approving the FY 2024 Five Year Forecast (see attached).

All board members concurred.

Motion Carried

**Resolution – Revised 2024 Annual Budget and Revised 2024  
Annual Budget in ODE Format**

**WCM-2023-10-08**

A motion was made by James Tortelli, and was seconded by Greg Kozarik, adopting the resolution approving the Revised 2024 Annual Budget and Revised 2024 Annual Budget in ODE Format, 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 October 2023, Superintendent Residency Verification Report.

**Acknowledgment of Superintendent Residency Verification Report for October 2023**

James Tortelli, Greg Kozarik, Deborah Callen, Laurene Perkins, and Joseph Sgro acknowledged they reviewed the October 2023 Superintendent Residency Verification Report.

**XV. Sponsor Update**

Board members received the monthly board report. Joe Calinger discussed the completion of his school site visit. Buckeye Community Hope will be holding a virtual board training on November 4, 2023. Joe discussed the End of Year report for the school commenting on the exceptional compliance and financial percentages.

**XVI. New Business**

Sarah O'Bryan will be putting a small presentation together on the components of the School State Report Card to share with board members.

**Adjourn**

A motion was made by Greg Kozarik, and was seconded by Joseph Sgro, to adjourn.

All board members concurred.

Motion Carried 6:55 p.m.



President



Secretary