

Constellation Schools: Westside Community School of the Arts  
Board Meeting Minutes  
Thursday, November 16, 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: Diane Longstreth, Gary Coupe, Beverly Nissel, and Robert Dollinger.

School staff present: Julie Clark & Aderonia Foreback

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: None

**II. Adoption of Agenda**

The agenda was adopted as presented.

**III. Approval of Minutes**

**Approval of Minutes – October 19, 2023**

**WCSA-2023-11-01**

A motion was made by Robert Dollinger, and was seconded by Gary Coupe, approving the minutes of October 19, 2023, as presented.

All board members concurred.

Motion Carried

**IV. Principal Report**

Enrollment for school year 2023/2024 is 178.

**V. Committee Reports**

The LPDC November 15, 2023, Agenda/Minutes were made available to the board members.

**VI. Education Services**

**Education Program Coordinator**

No report.

**Curriculum & Instruction Program Coordinator**

No report.

**VII. Student Services**

**Special Education Program Coordinator**

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

**School Nurse Program Coordinator**

The Nursing Service Report was made available to the board members. Julia Howerton requested board approval for the Principal and Assistant Principal to be the designated individual for implementation of Seizure Actions Plans.

**Implementation of Seizure Action Plan Designated Employee**

**WCSA-2023-11-02**

A motion was made by Robert Dollinger and was seconded by Gary Coupe, approving the Principal and Assistant Principal to be the designated individual for implementation of Seizure Action Plans, as presented.

All board members concurred.

Motion Carried

**VIII. Technology Report**

No report.

**IX. Human Resources Report**

Resignations and Separations were presented as information only. Sarah O’Bryan requested board approval for Supplemental Requests/Stipends.

**Supplemental Requests/Stipends**

**WCSA-2023-11-03**

A motion was made by Robert Dollinger, and was seconded by Beverly Nissel, approving the Supplemental Requests/Stipends, 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**

Sarah O’Bryan requested board approval for the October 2023 Financial Report.

**October 2023 Financial Report**

**WCSA-2023-11-04**

A motion was made by Gary Coupe, and was seconded by Diane Longstreth, approving the October 2023 Financial Report, 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 November 2023, Superintendent Residency Verification Report. Board approval was requested to ratify the Maxim Healthcare Direct Placement Agreement. Board approval was requested for to ratify the Birch Agency Addendum A Client Service Agreement. Board approval was requested to ratify the FIT Technologies Revised Cat2 e-Rate Agreement. Board approval was requested to review and re-adopt Policy 2.2040.4 Student Assessment and Academic Prevention/Intervention Services. Board approval was requested for a Partnership Agreement with Kindred Spirit Behavioral Health, LLC.

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

Diane Longstreth, Gary Coupe, Beverly Nissel, and Robert Dollinger acknowledged they reviewed the November 2023 Superintendent Residency Verification Report.

**Ratify Maxim Healthcare Direct Placement Agreement**

**WCSA-2023-11-05**

A motion was made by Robert Dollinger, and was seconded by Gary Coupe, approving ratifying the Maxim Healthcare Direct Placement Agreement, as presented (see attached).

All board members concurred.

Motion Carried

**Ratify Birch Agency Addendum A Client Service Agreement**

**WCSA-2023-11-06**

A motion was made by Beverly Nissel, and was seconded by Diane Longstreth, approving ratifying the Birch Agency Addendum A Client Service Agreement, as presented (see attached).

All board members concurred.

Motion Carried

**Ratify FIT Technologies Revised Cat2 e-Rate Agreement**

**WCSA-2023-11-07**

A motion was made by Robert Dollinger, and was seconded by Gary Coupe, approving ratifying the FIT Technologies Revised Cat2 e-Rate Agreement, as presented (see attached).

All board members concurred.

Motion Carried

**Annual Review and Re-Adopt Policy 2.2040.4 Student Assessment and Academic Prevention/Intervention Services**

**WCSA-2023-11-08**

A motion was made by Robert Dollinger, and was seconded by Gary Coupe, approving the annual review and re-adopting of Policy 2.2040.4 Student Assessment and Academic Prevention/Intervention Services, as presented (see attached).

All board members concurred.

Motion Carried

**Partnership Agreement with Kindred Spirit Behavioral Health, LLC**

**WCSA-2023-11-09**

A motion was made by Beverly Nissel, and was seconded by Robert Dollinger, approving the Partnership Agreement with Kindred Spirit Behavioral Health, LLC, as presented (see attached).

All board members concurred.

Motion Carried

**XV. Sponsor Update**

Board members received the monthly board report.

**XVI. Old Business**

Sarah O'Bryan informed board members that starting with the January 2024 board meeting, breakout sessions will be held with their school and board members to discuss achievement, staff and student culture, customer service, enrollment, and events at the school.

**XVII. Public Comment**

No report.

**XVIII. New Business**

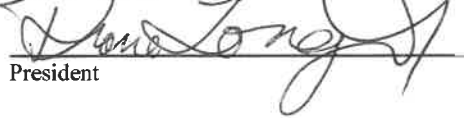
Diane Longstreth, Board President, discussed, with her board members and sponsor representative, Joe Calinger, the acquisition of changing from five (5) board members to six (6) board members. This was for discussion only. No action was taken.

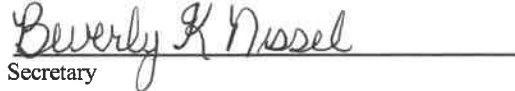
**Adjourn**

A motion was made by Beverly Nissel, and was seconded by Gary Coupe, to adjourn.

All board members concurred.

Motion Carried 6:51 p.m.

  
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President

  
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Secretary