

Constellation Schools: Old Brooklyn Community Middle  
Board Meeting Minutes  
Thursday, April 18, 2024  
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, Deborah Callen, Laurene Perkins, and Joseph Sgro.

School staff present: None

ACCEL Schools LLC Present: Sarah O'Bryan, Mary Beth Oko, Christine Garten, Kate Craft, Julia Howerton, Lisa Vinarcik, 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 – March 21, 2024**

**OBCM-2024-04-01**

A motion was made by Joseph Sgro, and was seconded by James Tortelli, approving the minutes of March 21, 2024, as presented.

All board members concurred.

Motion Carried

**IV. Principal Report**

Enrollment for school year 2023/2024 is 245.

Re-Enrollment for school year 2024/2025 is 184.

**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**

Special Education Numbers for April 2024 were made available to the board members.

**School Nurse Program Coordinator**

The Nursing Service Report was made available to the board members.

**VIII. Technology Report**

No report.

**IX. Human Resources Report**

No report.

**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 March 2024 Financial Reports.

**March 2024 Financial Reports**

**OBCM-2024-04-02**

A motion was made by James Tortelli, and was seconded by Laurene Perkins, approving the March 2024 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 April 2024 Superintendent Residency Verification Report. Board approval was requested to ratify approval for the Procurify Renewal Order Form.

**Acknowledgment of Superintendent Residency Verification Report for April 2024**

James Tortelli, Deborah Callen, Laurene Perkins, and Joseph Sgro acknowledged they reviewed the April 2024 Superintendent Residency Verification Report.

**Ratify Approval for Procurify Renewal Order Form**

**OBCM-2024-04-03**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, approving ratifying the Procurify Renewal Order Form for 2024/2025 Fiscal Year, as presented (see attached).

All board members concurred.

Motion Carried

**XV. Sponsor Update**

Board members received the monthly board report.

**XVI. Old Business**

No report.

**XVII. Public Comment**

No report.

**XVIII. New Business**

No report.

**Adjourn**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, to adjourn.

All board members concurred.

Motion Carried 6:39 p.m.

  
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President

  
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Secretary