

Constellation Schools: Puritas 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: Gary Coupe, Beverly Nissel, Robert Dollinger, Alexis Vega, and Linda Dillon.

School staff present: Victoria Marshall and Becky Goss

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

**Election of Board Member – Linda Dillon**

**Election of Board Member**

**PTCM-2024-04-01**

A motion was made by Gary Coupe, and was seconded by Robert Dollinger, approving the Election of Board Member Linda Dillon, as presented.

All board members concurred.

Motion Carried

**II. Adoption of Agenda**

The agenda was adopted as presented.

**III. Approval of Minutes**

**Approval of Minutes – March 21, 2024**

**PTCM-2024-04-02**

A motion was made by Gary Coupe, and was seconded by Robert Dollinger, 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 99.

Re-Enrollment for school year 2024/2025 is 90.

**Approval of Field Trips**

**PTCM-2024-04-03**

A motion was made by Gary Coupe, and was seconded by Robert Dollinger, approving the field trips, as presented.

All board members concurred.

Motion Carried

**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**

Sarah O’Bryan requested board approval to ratify a Personnel Action.

**Approval of a Stipend**

**PTCM-2024-04-04**

A motion was made by Gary Coupe, and was seconded by Linda Dillon, 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**

No report.

**XIII. Treasurer Report**

Sarah O’Bryan requested board approval for the March 2024 Financial Reports.

**March 2024 Financial Reports**

**PTCM-2024-04-05**

A motion was made by Gary Coupe, and was seconded by Linda Dillon, 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 the Schoolforce Start Confirmation Agreement. Board approval was requested to ratify approval for the Procurify Renewal Order Form.

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

Gary Coupe, Beverly Nissel, Robert Dollinger, Alexis Vega, and Linda Dillon acknowledged they reviewed the April 2024 Superintendent Residency Verification Report.

**Ratify Approval for Schoolforce Start Confirmation Agreement**

**PTCM-2024-04-06**

A motion was made by Gary Coupe, and was seconded by Linda Dillon, approving ratifying the Schoolforce Start Confirmation Agreement, as presented (see attached).

All board members concurred.

Motion Carried

**Ratify Approval for Procurify Renewal Order Form**

**PTCM-2024-04-07**

A motion was made by Robert Dollinger, and was seconded by Gary Coupe, 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.

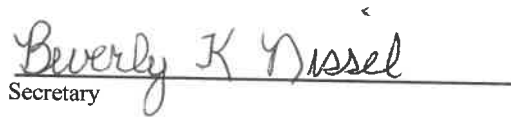
**Adjourn**

A motion was made by Gary Coupe, and was seconded by Robert Dollinger, to adjourn.

All board members concurred.

Motion Carried 6:39 p.m.

  
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President

  
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Secretary