

Constellation Schools: Parma Community
Board Meeting Minutes
Thursday, November 21, 2024
Constellation Schools – Parma Community Middle & High Cafeteria, Parma Ohio

I. Roll Call

Sarah O'Bryan called the meeting to order at 6:06 p.m. with the following members present: John Noga, Jerry Bednar, Bert Butts, Leo Tischer and Lori Turner.

School staff present: Kristina Scott, Christine Wade, Martin Beckman, Todd Luecke, and Eric Butler.

ACCEL Schools LLC Present: Sarah O'Bryan, Chad Carr, Debbie Piazza, Christine Garten, Kate Craft, Julia Howerton, Garrick Lukich, and Brian Preseren.

Sponsor representative: Joyce Lewis

Financial Services: Dave Massa

Legal Representation –Adam Schira, Dickinson Wright (Virtual)

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – October 17, 2024

PC-2024-11-01

A motion was made by Bert Butts, and was seconded by Jerry Bednar, approving the minutes of October 17, 2024, as presented.

All board members concurred.

Motion Carried

Election of Board Member

Sarah O'Bryan requested the election of board member Lori Turner.

Election of Board Member – Lori Turner

PC-2024-11-02

A motion was made by John Noga, and was seconded by Leo Tischer, approving the election of Board Member Lori Turner, as presented.

All board members concurred.

Motion Carried

IV. Principal Report

Enrollment for school year 2024/2025 – 1,261.

Acceptance of Donations

PC-2024-11-03

A motion was made by John Noga, and was seconded by Leo Tischer, accepting the donations as presented.

All board members concurred.

Motion Carried

Approval of Field Trips

PC-2024-11-04

A motion was made by Jerry Bednar, and was seconded by Leo Tischer, approving the field trips as presented.

All board members concurred.

Motion Carried

Ratify Approval of Field Trips

PC-2024-11-05

A motion was made by Jerry Bednar, and was seconded by Leo Tischer, approving ratifying the field trips as presented.

All board members concurred.

Motion Carried

V. Committee Reports

The LPDC November 2024 Agenda/Minutes were made available to the board members.

VI. Education Services

Education Program Coordinator

No report.

Curriculum & Instruction Program Coordinator

Christine Garten requested board approval for the Reading Improvement Plan.

Reading Improvement Plan

PC-2024-11-06

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving the Reading Improvement Plan, as presented (see attached).

All board members concurred.

Motion Carried

VII. Student Services

Special Education Program Coordinator

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

School Nurse Program Coordinator

Julia Howerton requested board approval for the Model Emergency Action Plan for the Use of an Automated External Defibrillator (AED).

Model Emergency Action Plan for the Use of an Automated External Defibrillator (AED)

PC-2024-11-07

A motion was made by Bert Butts, and was seconded by John Noga, approving the Model Emergency Action Plan for the Use of an Automated External Defibrillator (AED), as presented (see attached).

All board members concurred.

Motion Carried

VIII. Technology Report

No report.

IX. Human Resources Report

Sarah O'Bryan requested board approval for the Personnel Request. Board approval was requested for Bonus Payments. Resignations and Separations were presented as information only.

Personnel Request

PC-2024-11-08

A motion was made by Bert Butts, and was seconded by John Noga, approving the Personnel Request, as presented (see attached).

All board members concurred.

Motion Carried

Bonus Payments

PC-2024-11-09

A motion was made by Bert Butts, and was seconded by John Noga, approving the Bonus Payments, 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

Sarah O’Bryan requested board approval to ratify approval on the final copy of the 2023-2024 Annual Report.

Final Copy of 2023-2024 Annual Report

PC-2024-11-10

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving ratifying the Final Copy of the 2023-2024 Annual Report, as presented (see attached).

All board members concurred.

Motion Carried

XIII. Treasurer Report

Dave Massa requested board approval for the October 2024 Financial Report.

October 2024 Financial Report

PC-2024-11-11

A motion was made by John Noga, and was seconded by Leo Tischer, approving the October 2024 Financial Report, as presented (see attached).

All board members concurred.

Motion Carried

XIV. Legal

Board approval was requested for the Bond Resolution. Board approval was requested for the Amended and Restated Management Agreement.

Bond Resolution

PC-2024-11-12

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving the Bond Resolution, as presented (see attached).

All board members concurred.

Motion Carried

Amended and Restated Management Agreement

PC-2024-11-13

A motion was made by John Noga, and was seconded by Leo Tischer, approving the Amended and Restated Management Agreement, as presented (see attached).

All board members concurred.

Motion Carried

XV. Superintendent Report

Sarah O’Bryan requested board approval for new Policy 2.1330 Political Affiliations or Ideologies. Board approval was requested for the Fall Contract Modifications with the Educational Service Center of Lake Erie West.

New Policy 2.1330 Political Affiliations or Ideologies

PC-2024-11-14

A motion was made by Jerry Bednar, and was seconded by Leo Tischer, approving New Policy 2.1330 Political Affiliations or Ideologies, as presented (see attached).

All board members concurred.

Motion Carried

Fall Contract Modifications with the Educational Service Center of Lake Erie West

PC-2024-11-15

A motion was made by John Noga, and was seconded by Bert Butts, approving the Fall Contract Modifications with the Educational Service Center of Lake Erie West, as presented (see attached).

All board members concurred.

Motion Carried

XVI. Sponsor Update

Month: November

Governing Authority Highlights/Important updates from ESCLEW	Ohio Governor Mike DeWine’s new initiative aims to cut chronic absenteeism in Ohio schools by 50% over five years, highlighting the link
--	--

	<p>between attendance and student success. School board members are crucial to this effort, focusing on attendance at meetings, analyzing data to identify root causes, and implementing strategies to keep students engaged. You are encouraged to use resources from the Attendance Taskforce and collaborate with initiatives like the <i>Stay in the Game! Network</i> to build supportive environments that promote regular attendance across the state.</p> <p>The ESC of Lake Erie West issued its Annual Performance Report to support high educational standards for Ohio’s public-school students. The report aimed to:</p> <ol style="list-style-type: none"> 1. Inform community schools about their past performance based on federal, state, and contractual standards. 2. Highlight strengths and identify areas needing improvement. 3. Help the public understand each school's achievements and compliance with its public obligations. <p>School leaders and governing bodies received these evaluations in October. The report’s final section provided a summary of school performance and an initial outlook for renewal. This outlook was only a preliminary indication, not a guarantee, as renewal decisions depended on each school’s renewal application and consistent performance over time.</p>
Recent Site Visit Highlights	<p>PCS: Special Education File Review by Jessica Bair, ESC of Lake Erie West Specialist</p> <p>Overview: Jessica Bair, Special Education Specialist from the ESC of Lake Erie West, conducted a special education file review for Constellation Parma, divided into two parts.</p> <p>Part 1: Review of Special Education Files for Accuracy and Quality of Completion</p> <ul style="list-style-type: none"> ● Review Date: October 17, 2024 ● Summary Meeting: November 6, 2024 ● 2024-2025 Compliance Rate: 71.43%, reflecting a 19.43% increase from the 2023-2024 school year. <p>Part 2: Review of Special Education Fidelity and Alignment – Documentation Verification</p> <ul style="list-style-type: none"> ● Review Date: October 18, 2024 ● 2024-2025 Documentation Verification Rate: 58%, reflecting a 2% decrease from the 2023-2024 school year.
Financial Updates	The ESCLEW Community Schools Financial Consultant held a monthly meeting with the school’s treasurer, a completed report was emailed

	following the meeting. If you have any concerns with your school's financials, please contact your school's treasurer.
--	--

School Governance Performance Targets and Metrics

Measure Domain	Assessment	Exceeds the Standard (6 points)	Meets the Standard (4 points)	Approaches the Standards (2 points)	Falls Below the Standards (0 points)
School Governance	Board Engagement	100% of board members attend two (2) or more school visits or school-sponsored events	100% of board members attend at least one (1) school visit or school-sponsored event	At least one board member attends at least one (1) school visit or school-sponsored event	Zero (0) board members attend a school visit or school-sponsored event
Evidence:					
School Governance	Required Number of Regular Board Meetings		Six (6) Meetings held per year	Five (5) meetings held per year	Four (4) or fewer meetings held per year
Evidence: July					
School Governance	Required Number of Board Members		Five (5) or more sponsor approved board members for all meetings		Fewer than five (5) sponsor approved board members for one (1) or more meetings
Evidence: July – 4 August – 4, September 4, October 4					
School Governance	Proper Meeting Notice		Timely public notice for all meetings, reschedules, and cancellations	Timely public notice not provided for one (1) meeting, reschedule, or cancellation	Timely public notice not provided for two (2) or more meetings, reschedules, or cancellations.
Evidence: in compliance					
School Governance	Required Board Member Training		Completion of Open Meetings and Public Records for 100% of board members	Completion of Open Meetings and Public Records for 80-99% of board members	Completion of Open Meetings and Public Records for less than 80% of board members
Evidence: John - completed Jerry - completed Bert Leo					
School Governance	Board Member Attendance	Overall member attendance is >90%	Overall member attendance is between 80-90%	Overall member attendance is between 70-79%	Overall member attendance is <70%
Evidence: October – 3/4					

XVII. Old Business

No report.

XVIII. Public Comment

Lynn Wilson, 4329 W. 69th Street, Cleveland, OH 44144, commented on the Food Program and Communication. There is zero concern about the Food Program. The Dress Code is inconsistent.

XIX. New Business

No report.

Adjourn

A motion was made by Bert Butts and was seconded by Lori Turner, to adjourn.

All board members concurred.

Motion Carried 6:45 p.m.



President



Secretary