

Constellation Schools: Lorain Community Middle  
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: James Tortelli, Deborah Callen, and Laurene Perkins. Absent: Joseph Sgro.

School staff present: Michelle Riley

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

Sponsor representative: Emily Puterbaugh

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**

**LCM-2024-11-01**

A motion was made by James Tortelli, and was seconded by Deborah Callen, approving the minutes of October 17, 2024, as presented.

All board members concurred.

Motion Carried

**IV. Principal Report**

Enrollment for school year 2024/2025 - 100.

**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**

No report.

**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)**

**LCM-2024-11-02**

A motion was made by Laurene Perkins, and was seconded by Deborah Callen, 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.

**Personnel Request**

**LCM-2024-11-03**

A motion was made by Deborah Callen, and was seconded by Laurene Perkins, approving the Personnel Request, 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**

**LCM-2024-11-04**

A motion was made by Laurene Perkins, and was seconded by Deborah Callen, 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**

**LCM-2024-11-05**

A motion was made by James Tortelli, and was seconded by Laurene Perkins, approving the October 2024 Financial Report, as presented (see attached).

All board members concurred.

Motion Carried

**XIV. Legal**

No report.

**XV. Superintendent Report**

Sarah O'Bryan requested board approval for new Policy 2.1330 Political Affiliations or Ideologies.

**New Policy 2.1330 Political Affiliations or Ideologies**

**LCM-2024-11-06**

A motion was made by Laurene Perkins, and was seconded by James Tortelli, approving New Policy 2.1330 Political Affiliations or Ideologies, as presented (see attached).

All board members concurred.

Motion Carried

**XVI. Sponsor Update**

Board members received the monthly board report.

**XVII. Old Business**

No report.

**XVIII. Public Comment**

No report.

**XIX. New Business**

No report.

**Adjourn**

A motion was made by Laurene Perkins and was seconded by Deborah Callen, to adjourn.

All board members concurred.

Motion Carried 6:45 p.m.



President



Secretary