

Constellation Schools: Westpark 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: Deborah Rotolo

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

WCM-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 - 171.

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)**

WCM-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. Board approval was requested for Bonus Payments.

Personnel Request

WCM-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

Bonus Payments

WCM-2024-11-04

A motion was made by James Tortelli, and was seconded by Deborah Callen, 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

WCM-2024-11-05

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

WCM-2024-11-06

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

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

Bond Resolution

WCM-2024-11-07

A motion was made by James Tortelli, and was seconded by Laurene Perkins, approving the Bond Resolution, as presented (see attached).
All board members concurred.
Motion Carried

Amended and Restated Management Agreement

WCM-2024-11-08

A motion was made by James Tortelli, and was seconded by Laurene Perkins, 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 to ratify the 2024-2025 Transportation Agreement with Hogan Transportation. Board approval was requested to ratify the 2024-2025 PSI Services’ Change Form.

New Policy 2.1330 Political Affiliations or Ideologies

WCM-2024-11-09

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

Ratify 2024-2025 Transportation Agreement with Hogan Transportation

WCM-2024-11-10

A motion was made by James Tortelli, and was seconded by Deborah Callen, approving ratifying the 2024-2025 Transportation Agreement with Hogan Transportation, as presented (see attached).

All board members concurred.

Motion Carried

Ratify 2024-2025 PSI Services’ Change Form

WCM-2024-11-11

A motion was made by James Tortelli, and was seconded by Deborah Callen, approving ratifying the 2024-2025 PSI Services’ Change Form, 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