

Constellation Schools: Old Brooklyn Community Elementary
Board Meeting Minutes
Thursday, March 20, 2025
Constellation Schools – Parma Community Middle & High Cafeteria, Parma Ohio

I. Roll Call

Sarah O'Bryan called the meeting to order at 6:00 p.m. with the following members present: John Noga, Jerry Bednar, Leo Tischer and Lori Turner. Absent: Bert Butts.

School staff present: None

ACCEL Schools LLC Present: Sarah O'Bryan, Mary Beth Oko, Debbie Piazza, Christine Garten, Kate Craft, Julia Howerton, Lisa Vinarcik, Garrick Lukich, and Brian Preseren.

Sponsor representative: Joyce Lewis

Financial Services: None

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – January 23, 2025

OBCE-2025-03-01

A motion was made by John Noga, and was seconded by Leo Tischer, approving the minutes of January 23, 2025, as presented.

All board members concurred.

Motion Carried

IV. Principal Report

Enrollment for school year 2024/2025 - 364.

Re-Enrollment for school year 2025/2026 – 20.

Approval of Field Trip

OBCE-2025-03-02

A motion was made by Leo Tischer, and was seconded by John Noga, approving the field trip, as presented.

All board members concurred.

Motion Carried

V. Committee Reports

The LPDC February 2025 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 March 2025 were made available to the board members.

School Nurse Program Coordinator

The School Nurse Report for March 2025 was made available to the board members.

VIII. Technology Report

No report.

IX. Human Resources Report

Sarah O’Bryan requested board approval to ratify Personnel Actions. Resignations and Separations were presented as information only. Board approval was requested for Stipends. Board approval was requested for the Transition of Employer of Record 2025/2026 SY (Summary & Sample Employment Agreement attached).

Ratify Personnel Requests

OBCE-2025-03-03

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

All board members concurred.

Motion Carried

Stipends

OBCE-2025-03-04

A motion was made by Jerry Bednar, and was seconded by John Noga, approving the Stipend Requests, as presented (see attached).

All board members concurred.

Motion Carried

Transition of Employer of Record 2025/2026 SY

OBCE-2025-03-05

A motion was made by John Noga, and was seconded by Leo Tischer, approving the Transition of Employer of Records for the 2025/2026 School Year, 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 January and February 2025 Financial Reports. Board approval was requested for Massa Financial Solutions, LLC – Financial Policies and Controls Manual v. 2025.

January & February 2025 Financial Reports

OBCE-2025-03-06

A motion was made by John Noga, and was seconded by Leo Tischer, approving the January & February 2025 Financial Reports, as presented (see attached).

All board members concurred.

Motion Carried

Massa Financial Solutions, LLC – Financial Policies and Controls Manual v. 2025

OBCE-2025-03-07

A motion was made by Jerry Bednar, and was seconded by Leo Tischer, approving the Massa Financial Solutions, LLC – Financial Policies and Controls Manual v. 2025, as presented (see attached).

All board members concurred.

Motion Carried

XIV. Superintendent Report

Sarah O’Bryan requested board approval for Revised Policy 2.1190.4 Parent Review of Instructional Materials. Board approval was requested for Revised Policy 2.1070.1 Parental Notification of Student Health and Well-Being. Board approval was requested for the 2025/2026 School Calendar. Board approval was requested for the Amended & Restated Management Agreement. Board approval was requested for the Facilities & Maintenance Expense Reimbursement – FY25.

Revised Policy 2.1190.4 Parent Review of Instructional Materials

OBCE-2025-03-08

A motion was made by John Noga, and was seconded by Leo Tischer, approving Revised Policy 2.1190.4 Parent Review of Instructional Materials, as presented (see attached).

All board members concurred.

Motion Carried

Revised Policy 2.1070.1 Parental Notification of Student Health and Well-Being

OBCE-2025-03-09

A motion was made by Leo Tischer, and was seconded by John Noga, approving Revised Policy 2.1070.1 Parental Notification of Student Health and Well-Being, as presented (see attached).

All board members concurred.

Motion Carried

2025/2026 School Calendar

OBCE-2025-03-10

A motion was made by John Noga, and was seconded by Jerry Bednar, approving the 2025/2026 School Calendar, as presented (see attached).

All board members concurred.

Motion Carried

Amended & Restated Management Agreement

OBCE-2025-03-11

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

All board members concurred.

Motion Carried

Facilities & Maintenance Expense Reimbursement – FY25

OBCE-2025-03-12

A motion was made by Jerry Bednar, and was seconded by John Noga, approving the Facilities & Maintenance Expense Reimbursement – FY25, as presented (see attached).

All board members concurred.

Motion Carried

XV. Sponsor Update

Month: March

<p>Governing Authority Highlights/Important updates from ESCLEW</p>	<ul style="list-style-type: none"> • Our annual statewide meeting will be on August 8th 2025. • The 2024 National Assessment of Educational Progress (NAEP), or Nation’s Report Card, assessed reading and math performance for 4th and 8th graders nationwide. While national reading scores declined and 4th-grade math scores improved, Ohio maintained stable performance and outperformed national averages in all categories.
<p>Recent Site Visit Highlights</p>	<p>OBCE: From our Special Education Specialist: Board Communication: The ESC of Lake Erie West’s Special Education Specialist, Jessica Bair, conducted a special education file review consisting of two parts:</p> <p>Part 1: Review of Special Education Files for Accuracy and Quality of Completion</p> <ul style="list-style-type: none"> • A special education file review was completed on January 9, 2025, followed by a summary meeting on January 23, 2025.

	<ul style="list-style-type: none"> For the 2024-2025 school year, Constellation Lorain has a special education compliance rate of 57%, showing a 3% 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"> In the 2023-2024 school year, 70% of the documentation the school kept aligned with the IEPs reviewed. As a result, the school is exempt from Part 2 this year. <p>If you have any further questions or concerns about the special education file review, please feel free to reach out to the ESC of Lake Erie West Special Education Specialist at jbair@esclakeeriewest.org.</p>
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:	Jerry – Site Visit				
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				
	August				
	September				
	October				
	November				
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				
	November – 5				

January - 5					
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 Lori					
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 November - 5/5 January - 5/5					

XVI. Old Business

Sarah O'Bryan spoke on Board Member Compensation.

Christine Garten provided board members with a handout for Tiered Academic and Behavioral Instruction.

XVII. Public Comment

No report.

XVIII. New Business

No report.

Adjourn

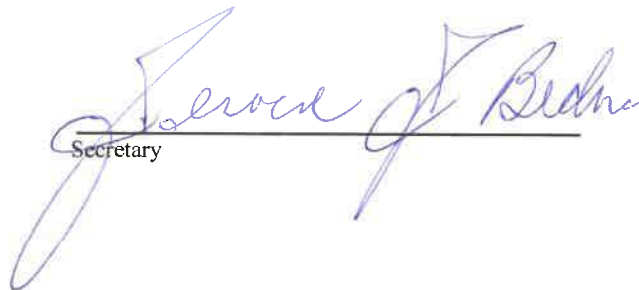
A motion was made by Leo Tischer and was seconded by Jerry Bednar, to adjourn.

All board members concurred.

Motion Carried 6:32 p.m.



President



Secretary