

Constellation Schools: Old Brooklyn Community Middle
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: James Tortelli, Deborah Callen, Lauren Perkins, Joseph Sgro and Douglas Nissel

School staff present: Jody Wessler and William Utt

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: Joe Calinger

Financial Services: None

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – February 4, 2025

OBCM-2025-03-01

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, approving the minutes of February 4, 2025, as presented.

All board members concurred.

Motion Carried

Jody Wessler and William Utt shared a presentation with her board members highlighting Academics, School Climate and Culture and upcoming events.

IV. Principal Report

Enrollment for school year 2024/2025 - 272.

Re-Enrollment for school year 2025/2026 – 139.

Approval of Field Trips

OBCM-2025-03-02

A motion was made by Joseph Sgro, and was seconded by James Tortelli, approving the field trips, 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

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).

Stipends

OBCM-2025-03-03

A motion was made by Deborah Callen, and was seconded by Laurene Perkins, approving the Stipend Requests, as presented (see attached).

All board members concurred.

Motion Carried

Transition of Employer of Record 2025/2026 SY

OBCM-2025-03-04

A motion was made by Douglas Nissel, and was seconded by Joseph Sgro, 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

OBCM-2025-03-05

A motion was made by James Tortelli, and was seconded by Laurene Perkins, 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

OBCM-2025-03-06

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, 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

OBCM-2025-03-07

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, 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

OBCM-2025-03-08

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, 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

OBCM-2025-03-09

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, approving the 2025/2026 School Calendar, as presented (see attached).

All board members concurred.

Motion Carried

Amended & Restated Management Agreement

OBCM-2025-03-10

A motion was made by Laurene Perkins, and was seconded by Douglas Nissel, approving the Amended & Restated Management Agreement, as presented (see attached).

All board members concurred.

Motion Carried

Facilities & Maintenance Expense Reimbursement – FY25

OBCM-2025-03-11

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, approving the Facilities & Maintenance Expense Reimbursement – FY25, as presented (see attached).

All board members concurred.

Motion Carried

XV. Sponsor Update

Sponsor report was made available to the board members. Joe Calinger completed his March School Site Visit. Buckeye Community Hope Foundation’s Leadership Seminar is June 9th and 10th. This year Buckeye Community Hope Foundation will be celebrating 20 years in business.

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

All board members concurred.

Motion Carried 6:32 p.m.

President

Secretary