

Constellation Schools: Westside Community School of the Arts
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: Linda Dillon, Gary Coupe, Beverly Nissel, Robert Dollinger and Peggy Coy.

School staff present: Julie Clark

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 – January 23, 2025

WCSA-2025-03-01

A motion was made by Beverly Nissel, and was seconded by Gary Coupe, approving the minutes of January 23, 2025, as presented.

All board members concurred.

Motion Carried

Julie Clark 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 – 171.

Re-Enrollment for school year 2025/2026 – 145.

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. Board approval was requested for the Transition of Employer of Record 2025/2026 SY (Summary & Sample Employment Agreement attached).

Personnel Actions

WCSA-2025-03-02

A motion was made by Gary Coupe, and was seconded by Robert Dollinger, approving ratifying the Personnel Actions, as presented (see attached).

All board members concurred.

Motion Carried

Transition of Employer of Record 2025/2026 SY

WCSA-2025-03-03

A motion was made by Gary Coupe, and was seconded by Robert Dollinger, 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

WCSA-2025-03-04

A motion was made by Gary Coupe, and was seconded by Linda Dillon, 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

WCSA-2025-03-05

A motion was made by Gary Coupe, and was seconded by Linda Dillon, 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 Facilities & Maintenance Expense Reimbursement – FY25.

Revised Policy 2.1190.4 Parent Review of Instructional Materials

WCSA-2025-03-06

A motion was made by Gary Coupe, and was seconded by Linda Dillon, 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

WCSA-2025-03-07

A motion was made by Gary Coupe, and was seconded by Linda Dillon, 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

WCSA-2025-03-08

A motion was made by Gary Coupe, and was seconded by Linda Dillon, approving the 2025/2026 School Calendar, as presented (see attached).

All board members concurred.

Motion Carried

Facilities & Maintenance Expense Reimbursement – FY25

WCSA-2025-03-09

A motion was made by Gary Coupe, and was seconded by Linda Dillon, 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 Beverly Nissel and was seconded by Gary Coupe, to adjourn.

All board members concurred.

Motion Carried 6:32 p.m.



President



Secretary