

Constellation Schools: Puritas Community Middle  
Board Meeting Minutes  
Thursday, August 21, 2025  
Constellation Schools – Parma Community Middle & High Cafeteria, Parma Ohio

**I. Roll Call**

Sarah O’Bryan called the meeting to order at 6:03 p.m. with the following members present: Linda Dillon, Gary Coupe, Beverly Nissel, Robert Dollinger and Peggy Coy.

School staff present: None

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

Sponsor representative: Emily Puterbaugh

Financial Services: None

**II. Adoption of Agenda**

The agenda was adopted as presented.

**III. Approval of Minutes**

**Approval of Minutes – July 17, 2025**

**PTCM-2025-08-01**

A motion was made by Linda Dillon, and was seconded by Gary Coupe, approving the minutes of July 17, 2025, as presented.

All board members concurred.

Motion Carried

**IV. Principal Report**

Enrollment for school year 2025/2026 – 110.

**V. Committee Reports**

No report.

**VI. Education Services**

**Education Program Coordinator**

Debbie Piazza requested Board approval to ratify the Resolution for the FY2026 School Year Plan for Completion of Make-Up Days via Web Access.

**Resolution – FY2026 School Year Plan for Completion of Make-Up Days**

**Via Web Access**

**PTCM-2025-08-02**

A motion was made by Gary Coupe, and was seconded by Linda Dillon, approving to ratify the Resolution for the School Year 2025-2026 Plan for Completion of Make-Up Days Via Web Access, as presented (see attached).

All board members concurred.

**Curriculum & Instruction Program Coordinator**

Christine Garten requested board approval for Asset Disposal. Board approval was requested for the Updated Education Plans.

**Asset Disposal**

**PTCM-2025-08-03**

A motion was made by Gary Coupe, and was seconded by Linda Dillon, approving the Asset Disposal, as presented (see attached).

All board members concurred.

Motion Carried

**Updated Comprehensive Plans**

**PTCM-2025-08-04**

A motion was made by Gary Coupe, and was seconded by Linda Dillon, approving the updated Comprehensive Plans, as presented (see attached).

All board members concurred.

Motion Carried

**VII. Student Services**

**Special Education Program Coordinator**

No report.

**School Nurse Program Coordinator**

No report.

**VIII. Technology Report**

No report.

**IX. Human Resources Report**

Sarah O’Bryan presented New Staff Personnel and Staff Terminations as Information Only.

**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 July 2025 Financial Reports.

**July 2025 Financial Reports**

**PTCM-2025-08-05**

A motion was made by Gary Coupe, and was seconded by Robert Dollinger, approving the July 2025 Financial Reports, as presented (see attached).

All board members concurred.

Motion Carried

**XIV. Superintendent Report**

Sarah O’Bryan requested the board members review and acknowledge Chapter 5 Health & Safety. Board approval was requested to re-adopt the following board policies: Re-Adopt Policy 1.2040 Ethics and Conflicts Policy, Re-Adopt Policy 1.2050 Public Records Policy, Re-Adopt Policy 1.2050.1 Records Retention and Disposal Policy, Re-Adopt Policy 2.2040.4 Student Assessment and Academic Prevention Intervention Services, Re-Adopt Policy 2.1190 Parent and Foster Caregiver Involvement; Re-Adopt Policy 2.2120 Career Advising and Student Success Plans, Re-Adopt Policy 4.2110 Homeless Children and Youth.

**Reviewed and Acknowledged Chapter 5 – Health & Safety Board Policies**

Linda Dillon, Gary Coupe, Beverly Nissel, Robert Dollinger and Peggy Coy acknowledged they reviewed Chapter 5 – Health & Safety Board Policies.

**Re-Adopt Policy 1.2040 Ethics and Conflicts Policy**

**PTCM-2025-08-06**

A motion was made by Beverly Nissel, and was seconded by Linda Dillon, approving Re-Adopting Policy 1.2040 Ethics and Conflicts Policy, as presented (see attached).

All board members concurred.

Motion Carried

**Re-Adopt Policy 1.2050 Public Records Policy**

**PTCM-2025-08-07**

A motion was made by Beverly Nissel, and was seconded by Linda Dillon, approving Re-Adopting Policy 1.2050 Public Records Policy, as presented (see attached).

All board members concurred.

Motion Carried

**Re-Adopt Policy 1.2050.1 Records Retention and Disposal Policy**

**PTCM-2025-08-08**

A motion was made by Beverly Nissel, and was seconded by Linda Dillon, approving Re-Adopting Policy 1.2050.1 Records Retention and Disposal Policy, as presented (see attached).

All board members concurred.

Motion Carried

**Re-Adopt Policy 2.20404 Student Assessment and Academic Prevention Intervention Services**

**PTCM-2025-08-09**

A motion was made by Beverly Nissel, and was seconded by Linda Dillon, approving Re-Adopting Policy 2.2040.4 Student Assessment and Academic Prevention Intervention, as presented (see attached).

All board members concurred.

Motion Carried

**Re-Adopt Policy 2.1190 Parent and Foster Caregiver Involvement**

**PTCM-2025-08-10**

A motion was made by Beverly Nissel, and was seconded by Linda Dillon, approving Re-Adopting Policy 2.1190 Parent and Foster Caregiver Involvement, as presented (see attached).

All board members concurred.

Motion Carried

**Re-Adopt Policy 2.2120 Career Advising and Student Success Plans**

**PTCM-2025-08-11**

A motion was made by Beverly Nissel, and was seconded by Linda Dillon, approving Re-Adopting Policy 2.2120 Career Advising and Student Success Plans, as presented (see attached).

All board members concurred.

Motion Carried

**Re-Adopt Policy 4.2110 Homeless Children and Youth Policy**

**PTCM-2025-08-12**

A motion was made by Beverly Nissel, and was seconded by Linda Dillon, approving Re-Adopting Policy 4.2110 Homeless Children and Youth Policy, as presented (see attached).

All board members concurred.

Motion Carried

**XV. Sponsor Update**

Board members received the monthly board report.

**XVI. Old Business**

No report.

**XVII. Public Comment**

No report.

**XVIII. New Business**

No report.

**Adjourn**

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

All board members concurred.

Motion Carried 6:16 p.m.

  
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President

  
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Secretary