

Constellation Schools: Westpark 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: James Tortelli, Deborah Callen, Lauren Perkins, Joseph Sgro and Douglas Nissel.

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

WCM-2025-08-01

A motion was made by Joseph Sgro, and was seconded by Douglas Nissel, approving the minutes of July 17, 2025, as presented.

All board members concurred.

Motion Carried

IV. Principal Report

Enrollment for school year 2025/2026 – 157.

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

WCM-2025-08-02

A motion was made by Deborah Callen, and was seconded by Douglas Nissel, 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

WCM-2025-08-03

A motion was made by Deborah Callen, and was seconded by Joseph Sgro, approving the Asset Disposal, as presented (see attached).

All board members concurred.

Motion Carried

Updated Comprehensive Plans

WCM-2025-08-04

A motion was made by Joseph Sgro, and was seconded by James Tortelli, 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

WCM-2025-08-05

A motion was made by James Tortelli, and was seconded by Joseph Sgro, approving the July 2025 Financial Reports, as presented (see attached).

All board members concurred.

Motion Carried

Board Member Laurene Perkins arrived at the board meeting at 6:07 pm.

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

James Tortelli, Deborah Callen, Lauren Perkins, Joseph Sgro and Douglas Nissel acknowledged they reviewed Chapter 5 – Health & Safety Board Policies.

Re-Adopt Policy 1.2040 Ethics and Conflicts Policy

WCM-2025-08-06

A motion was made by James Tortelli, and was seconded by Joseph Sgro, 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

WCM-2025-08-07

A motion was made by James Tortelli, and was seconded by Joseph Sgro, 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

WCM-2025-08-08

A motion was made by James Tortelli, and was seconded by Joseph Sgro, 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

WCM-2025-08-09

A motion was made by James Tortelli, and was seconded by Joseph Sgro, 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

WCM-2025-08-10

A motion was made by James Tortelli, and was seconded by Joseph Sgro, 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

WCM-2025-08-11

A motion was made by James Tortelli, and was seconded by Joseph Sgro, 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

WCM-2025-08-12

A motion was made by James Tortelli, and was seconded by Joseph Sgro, 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 Joseph Sgro and was seconded by Douglas Nissel, to adjourn.

All board members concurred.

Motion Carried 6:16 p.m.



President



Secretary