

Constellation Schools: Westpark Community Middle
Board Meeting Minutes
Thursday, September 18, 2025
Constellation Schools – Parma Community Middle & High Cafeteria, Parma Ohio

I. Roll Call

Sarah O'Bryan called the meeting to order at 6:04 p.m. with the following members present: James Tortelli, Joseph Sgro, Laurene Perkins, and Douglas Nissel. Absent: Deborah Callen.

School staff present: Deborah Rotolo

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

Sponsor representative: Emily Puterbaugh

Financial Services: Dave Massa

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – August 21, 2025

WCM-2025-09-01

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, approving the minutes of August 21, 2025, as presented.

All board members concurred.

Motion Carried

Deborah Rotolo shared a presentation with her board members highlighting Academics, School Climate and Culture and upcoming events.

IV. Principal Report

Enrollment for school year 2025/2026 – 151.

V. Committee Reports

The LPDC September 17, 2025, Minutes were made available to the board members.

VI. Education Services

Education Program Director

No report.

Director of Academic

No report.

VII. Student Services

Special Education Program Coordinator

Special Education Numbers for September 2025 were made available to the board members. Board approval was requested Re-Adopting the Special Education Model Policies and Procedures for the 2025/2026 School Year.

Re-Adopting the Special Education Model Policies and Procedures for the 2025/2026 School Year

WCM-2025-09-02

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, approving Re-Adopting the Special Education Model Policies and Procedures for the 2025-2026 School Year, as presented.

All board members concurred.

Motion Carried

School Nurse Program Coordinator

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

VIII. Technology Report

No report.

IX. Human Resources Report

No report.

X. Facilities Manager Report

No report.

XI. Business and Safety Manager Report

No report.

XII. Marketing Report

Lisa Vinarcik asks that the principal reach out to their board members inviting them to events held at their School.

XIII. Treasurer Report

Dave Massa board approval for the August 2025 Financial Report. Board approval was requested for the FY2026 Three Year Forecast. Board approval was requested for the FY2026 Annual ODE Budgets.

August 2025 Financial Report

WCM-2025-09-03

A motion was made by James Tortelli, and was seconded by Laurene Perkins, approving the August 2025 Financial Report, as presented (see attached).

All board members concurred.

Motion Carried

FY2026 Three Year Forecast

WCM-2025-09-04

A motion was made by James Tortelli, and was seconded by Laurene Perkins, approving the FY2026 Three Year Forecast, as presented (see attached).

All board members concurred.

Motion Carried

FY2026 Annual ODE Budget

WCM-2025-09-05

A motion was made by James Tortelli, and was seconded by Laurene Perkins, approving the FY2026 Annual ODE Budget, as presented (see attached).

All board members concurred.

Motion Carried

XIV. Superintendent Report

Sarah O'Bryan requested board approval for the following Revised Policy 2.2070 Promotion and Retention, Revised Policy 2.2110 College Credit Plus – Advanced Standing Program, Revised Policy 4.1070 Attendance/Truancy/Withdrawal, Revised Policy 4.2170 Student Cellular Phones in School, Revised Policy 4.3010 Expulsion and Suspension Policy, Revised Policy 5.2290 School Emergency Management Plan, Revised Policy 5.2320 Student Suicide and Revised Policy 5.2350 Child Sexual Abuse and Child Sexual Violence Prevention. Board approval was requested to ratify approval for the PSI Agreement.

Revised Policy 2.2070 Promotion and Retention Policy

WCM-2025-09-06

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, approving Revised Policy 2.2070 Promotion and Retention Policy, as presented (see attached).

All board members concurred.

Motion Carried

Revised Policy 2.2110 College Credit Plus – Advanced Standing Program

WCM-2025-09-07

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, approving Revised Policy 2.2110 College Credit Plus-Advanced Standing Program, as presented (see attached).

All board members concurred.

Motion Carried

Revised Policy 4.1070 Attendance/Truancy/Withdrawal

WCM-2025-09-08

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, approving Revised Policy 4.1070 Attendance/Truancy/Withdrawal, as presented (see attached).

All board members concurred.

Motion Carried

Revised Policy 4.2170 Student Cellular Phones in School

WCM-2025-09-09

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, approving Revised Policy 4.2170 Student Cellular Phones in School, as presented (see attached).

All board members concurred.

Motion Carried

Revised Policy 4.3010 Expulsion and Suspension Policy

WCM-2025-09-10

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, approving Revised Policy 4.3010 Expulsion and Suspension Policy, as presented (see attached).

All board members concurred.

Motion Carried

Revised Policy 5.2290 School Emergency Management Plan

WCM-2025-09-11

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, approving Revised Policy 5.2290 School Emergency Management Plan, as presented (see attached).

All board members concurred.

Motion Carried

Revised Policy 5.2320 Student Suicide

WCM-2025-09-12

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, approving Revised Policy 5.2320 Student Suicide, as presented (see attached).

All board members concurred.

Motion Carried

Revised Policy 5.2350 Child Sexual Abuse and Child Sexual Violence Prevention

WCM-2025-09-13

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, approving Revised Policy 5.2350 Child Sexual Abuse and Child Sexual Violence Prevention, as presented (see attached).

All board members concurred.

Motion Carried

Ratify Approval for the PSI Agreement

WCM-2025-09-14

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, approving ratifying the PSI Agreement, as presented (see attached).

All board members concurred.

Motion Carried

XV. Sponsor Update

The Sponsor Representative will be conducting Annual and Fall site visits.

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 Laurene Perkins, to adjourn.

All board members concurred.

Motion Carried 6:34 p.m.



President



Secretary