

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

School staff present: Julie Clark & Thomas Walker.

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**

**WCSA-2025-09-01**

A motion was made by Linda Dillon, and was seconded by Beverly Nissel, approving the minutes of August 21, 2025, as presented.

All board members concurred.

Motion Carried

Julie Clark and Thomas Walker shared a presentation with their board members highlighting Academics, School Climate and Culture and upcoming events.

**IV. Principal Report**

Enrollment for school year 2025/2026 – 188.

**Acceptance of Donations**

**WCSA-2025-09-02**

A motion was made by Gary Coupe, and was seconded by Linda Dillon, accepting the donations, as presented.

All board members concurred.

Motion Carried

**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**

**WCSA-2025-09-03**

A motion was made by Beverly Nissel, and was seconded by Gary Coupe, 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**

**WCSA-2025-09-04**

A motion was made by Beverly Nissel, and was seconded by Linda Dillon, approving the August 2025 Financial Report, as presented (see attached).

All board members concurred.

Motion Carried

**FY2026 Three Year Forecast**

**WCSA-2025-09-05**

A motion was made by Beverly Nissel, and was seconded by Linda Dillon, approving the FY2026 Three Year Forecast, as presented (see attached).

All board members concurred.

Motion Carried

**FY2026 Annual ODE Budget**

**WCSA-2025-09-06**

A motion was made by Beverly Nissel, and was seconded by Linda Dillon, 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.

**Revised Policy 2.2070 Promotion and Retention Policy**

**WCSA-2025-09-07**

A motion was made by Gary Coupe, and was seconded by Beverly Nissel, 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**

**WCSA-2025-09-08**

A motion was made by Gary Coupe, and was seconded by Beverly Nissel, 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**

**WCSA-2025-09-09**

A motion was made by Gary Coupe, and was seconded by Beverly Nissel, 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**

**WCSA-2025-09-10**

A motion was made by Gary Coupe, and was seconded by Beverly Nissel, 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**

**WCSA-2025-09-11**

A motion was made by Gary Coupe, and was seconded by Beverly Nissel, 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**

**WCSA-2025-09-12**

A motion was made by Gary Coupe, and was seconded by Beverly Nissel, 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**

**WCSA-2025-09-13**

A motion was made by Gary Coupe, and was seconded by Beverly Nissel, 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**

**WCSA-2025-09-14**

A motion was made by Gary Coupe, and was seconded by Beverly Nissel, approving Revised Policy 5.2350 Child Sexual Abuse and Child Sexual Violence Prevention, as presented (see attached).

All board members concurred.

Motion Carried

**XV. Sponsor Update**

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 Gary Coupe and was seconded by Robert Dollinger, to adjourn.

All board members concurred.

Motion Carried 6:34 p.m.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary