

Constellation Schools: Old Brooklyn Community Middle
Board Meeting Minutes
Thursday, October 16, 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: James Tortelli, Deborah Callen, Joseph Sgro, Lauren Perkins, and Douglas Nissel.

School staff present: Kate Rybak and William Utt.

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

Sponsor representative: Michelle Woolery

Financial Services: None

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – September 18, 2025

OBCM-2025-10-01

A motion was made by Joseph Sgro and was seconded by James Tortelli, approving the minutes of September 18, 2025, as presented.

All board members concurred.

Motion Carried

IV. Principal Report

Enrollment for school year 2025/2026 – 237.

Approval of Field Trips

OBCM-2025-10-02

A motion was made by Joseph Sgro and was seconded by Deborah Callen, approving the field trips, as presented.

All board members concurred.

Motion Carried

At 6:20 Board Member Joseph Sgro had to leave the board meeting.

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 October 2025 were made available to the board members.

School Nurse Program Coordinator

Julia Howerton requested board members approve the Updated 2025 Model Emergency Action Plan for the Use of an Automated External Defibrillator (AED).

Resolution – Updated 2025 Model Emergency Action Plan for the Use of an Automated External Defibrillator (AED)

OBCM-2025-10-03

A motion was made by Lauren Perkins and was seconded by Douglas Nissel, approving the Resolution for the Updated 2025 Model Emergency Action Plan for the use of an Automated External Defibrillator (AED), as presented (see attached).

All board members concurred.
Motion Carried

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 requested board approval for the Draft Copy of the 2024-2025 Annual Report as presented. The Board acknowledges that the final copy of the 2024-2025 Annual Report must be published and submitted on or before October 31, 2025. Any modifications to the Annual Report will be ratified at the November 2025 Board Meeting. Lisa Vinarcik asked the board to review and acknowledge the Racial Balance Assessment.

Draft Copy of 2024-2025 Annual Report

OBCM-2025-10-04

A motion was made by Deborah Callen and was seconded by Laurene Perkins, approving the Draft Copy of the 2024-2025 Annual Report. The Board acknowledges that the final copy of the 2024-2025 Annual Report must be published and submitted on or before October 31, 2025. Any modifications to the Annual Report will be ratified at the November 2025 Board Meeting. as presented (see attached).

All board members concurred.
Motion Carried

Acknowledgement of the Racial Balance Assessment

James Tortelli, Deborah Callen, Lauren Perkins, and Douglas Nissel acknowledged they reviewed the Racial Balance Assessment as presented, (see attached).

XIII. Treasurer Report

Sarah O'Bryan requested board approval for the September 2025 Financial Report.

September 2025 Financial Report

OBCM-2025-10-05

A motion was made by James Tortelli, and was seconded by Deborah Callen, approving the September 2025 Financial Report, as presented (see attached).

All board members concurred.
Motion Carried

XIV. Superintendent Report

No report.

XV. Sponsor Update

Michelle Woolery was introduced as the Sponsor Representative for the School.

XVI. Old Business

No report.

XVII. Public Comment

No report.

XVIII. New Business

No report.

Adjourn

A motion was made by Laurene Perkins and was seconded by Douglas Nissel, to adjourn.

All board members concurred.

Motion Carried 6:30 p.m.



President



Secretary