

Constellation Schools: Parma Community
Board Meeting Minutes
Thursday, November 20, 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: John Noga, Jerry Bednar, Bert Butts, Leo Tischer and Lori Turner.

School staff present: Eric Butler, Kristina Scott, Todd Blain, Andrea Roswell, Todd Luecke, Stephanie Sandoval, Christine Wade

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: Joyce Lewis

Financial Services: None

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – October 16, 2025

PC-2025-11-01

A motion was made by Leo Tischer and was seconded by John Noga, approving the minutes of October 16, 2025, as presented.

All board members concurred.

Motion Carried

IV. Principal Report

Enrollment for school year 2025/2026 – 1,140

Acceptance of Donations

PC-2025-11-02

A motion was made by Leo Tischer and was seconded by Jerry Bednar, accepting the donations, as presented (see attached).

All board members concurred.

Motion Carried

Approval of Field Trips

PC-2025-11-03

A motion was made by John Noga and was seconded by Jerry Bednar, approving the field trips, as presented (see attached).

All board members concurred.

Motion Carried

V. Committee Reports

No report.

VI. Education Services

Education Program Director

No report.

Director of Academic

No report.

VII. Student Services

Special Education Program Coordinator

Special Education Numbers for November 2025 were made available to the board members.

School Nurse Program Coordinator

The Nurses report for November 2025 was made available to the board members.

VIII. Technology Report

No report.

IX. Human Resources Report

Sarah O'Bryan presented new staff personnel as well as Staff Terminations as information only.

X. Facilities Manager Report

Garrick Lukich requested board approval for the Snow Plowing Contract.

Snow Plowing Contract**PC-2025-11-04**

A motion was made by Bert Butts and was seconded by Leo Tischer, approving the Snow Plowing Contract with Oneal for three years, as presented (see attached).

All board members concurred.

Motion Carried

XI. Business and Safety Manager Report

Brian Preseren requested board approval to ratify a Facility Lease Agreement.

Ratify a Facility Lease Agreement**PC-2025-11-05**

A motion was made by Lori Turner and was seconded by Leo Tischer, approving to ratify the Facility Lease Agreement with the Parma Soccer Club, as presented (see attached).

All board members concurred.

Motion Carried

XII. Marketing Report

Lisa Vinarcik requested the board members approve ratifying the approval of the Final Copy of the 2024-2025 Annual Report.

Ratify Approval of 2024-2025 Annual Report**PC-2025-11-06**

A motion was made by Leo Tischer and was seconded by John Noga, approving ratifying the Final Copy of the 2024-2025 Annual Report, as presented (see attached).

All board members concurred.

Motion Carried

XIII. Treasurer Report

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

October 2025 Financial Report**PC-2025-11-07**

A motion was made by John Noga, and was seconded by Leo Tischer, approving the October 2025 Financial Report, as presented (see attached).

All board members concurred.

Motion Carried

XIV. Superintendent Report

Sarah O'Bryan requested board approval for Bob Klinar's Retirement Notification Effective End of Current Contract Year 2025-2026. Board approval was requested for the FY26 Facilities & Maintenance Cost Reimbursement. Board approval was requested to ratify the Transportation Agreement with Hogan Transportation. Board approval was requested to ratify the Placement Agreement with Western Governors University.

Bob Klinar Retirement Notification **PC-2025-11-08**
 A motion was made by Lori Turner, and was seconded by Leo Tischer, approving Bob Klinar Retirement Notification Effective End of Current Contract Year 2025-2026, as presented (see attached).
 All board members concurred.
 Motion Carried

FY26 Facilities & Maintenance Cost Reimbursement **PC-2025-11-09**
 A motion was made by Leo Tischer, and was seconded by John Noga, approving the FY26 Facilities & Maintenance Cost Reimbursement, as presented (see attached).
 All board members concurred.
 Motion Carried

Ratify Transportation Agreement with Hogan Transportation **PC-2025-11-10**
 A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving Ratifying the Transportation Agreement with Hogan Transportation, as presented (see attached).
 All board members concurred.
 Motion Carried

Ratify Placement Agreement with Western Governors University **PC-2025-11-11**
 A motion was made by Bert Butts, and was seconded by Jerry Bednar, approving Ratifying the Placement Agreement with Western Governors University, as presented (see attached).
 All board members concurred.
 Motion Carried

XV. Sponsor Update

Month: November

Presented by:	Joyce Lewis	In person
Governing Authority Highlights / Important updates from ESCLEW	<p>The 2024–25 ESCLEW Sponsor Annual Report, combining all sponsored schools’ reports, was shared with you. Schools must notify parents by posting the report on their website by November 30, 2025.</p> <p>The Ohio Attorney General’s Office has announced \$9.01 million in School Safety Grants for the 2026–2027 school year to help schools improve safety and security for students and staff. School may apply for a program-based grant of up to \$40,000 or a formula-based grant of \$2,500 or \$4.50 per student, whichever is greater. Applications are first-come, first-served and due by May 29, 2026 through the Ohio Grants Portal. Questions can be directed to SchoolSafetyGrants@OhioAGO.gov</p>	
Recent Site Visit Highlights	<p>November Site Visit Summary This month’s site visits focus on student stakeholder interviews, review of 11.6 academic goals for the 2025–2026 school year (if not completed in October), and verification of key compliance items, including off-site extracurricular participation (Task #404), staff completion of child-abuse and safety trainings (Task #706), and adherence to seizure-related requirements (Tasks #786 and #789).</p> <p>School Highlights PCS: The school demonstrates a collaborative culture emphasizing student engagement, communication, and academic growth. Data walls and progress tracking reflect strong instructional monitoring, while the addition of an assistant principal and full-time counselor has enhanced academic and social-emotional support. Students describe a safe, welcoming</p>	

	environment and supportive relationships with teachers.
Financial Update	The ESCLEW Community Schools Financial Consultant held a monthly meeting with the school's treasurer, a completed report was emailed following the meeting. If you have any concerns with your school's financials, please contact your school's treasurer.
Any questions asked by the Governing Authority for the Sponsor?	N/A
Follow up provided	N/A

School Governance Performance Targets and Metrics

Measure Domain	Assessment	Exceeds the Standard (6 points)	Meets the Standard (4 points)	Approaches the Standards (2 points)	Falls Below the Standards (0 points)
School Governance	Board Engagement	100% of board members attend two (2) or more school visits or school-sponsored events	100% of board members attend at least one (1) school visit or school-sponsored event	At least one board member attends at least one (1) school visit or school-sponsored event	Zero (0) board members attend a school visit or school-sponsored event
Evidence:					
John Jerry Bert Leo Lori					
School Governance	Required Number of Regular Board Meetings		Six (6) Meetings held per year	Five (5) meetings held per year	Four (4) or fewer meetings held per year
Evidence:					
July August September October					

School Governance	Required Number of Board Members		Five (5) or more sponsor approved board members for all meetings		Fewer than five (5) sponsor approved board members for one (1) or more meetings
Evidence: July - 5 August - 5 September - 5 October - 5					
School Governance	Proper Meeting Notice		Timely public notice for all meetings, reschedules, and cancellations	Timely public notice not provided for one (1) meeting, reschedule, or cancellation	Timely public notice not provided for two (2) or more meetings, reschedules, or cancellations.
Evidence: in compliance					
School Governance	Required Board Member Training		Completion of Open Meetings and Public Records for 100% of board members	Completion of Open Meetings and Public Records for 80-99% of board members	Completion of Open Meetings and Public Records for less than 80% of board members
Evidence: Jon- Completed Jerry- Completed Bert-Completed Leo- Completed Lori-					
School Governance	Board Member Attendance	Overall member attendance is >90%	Overall member attendance is between 80-90%	Overall member attendance is between 70-79%	Overall member attendance is <70%
Evidence: July 3/5 August 4/5 September 5/5 October 5/5					

XVI. Old Business

No report.

XVII. Public Comment

No report.

XVIII. New Business

No report.

Adjourn

A motion was made by Bert Butts and was seconded by Lori Turner, to adjourn.

All board members concurred.

Motion Carried 6:35 p.m.



President



Secretary