

Constellation Schools: Parma Community  
Board Meeting Minutes  
Thursday, April 16, 2026  
Constellation Schools – Parma Community Middle & High Cafeteria, Parma Ohio

**I. Roll Call**

Sarah O’Bryan called the meeting to order at 6:23 p.m. with the following members present: John Noga, Jerry Bednar, Bert Butts. Absent: Lori Turner and Leo Tischer.

School staff present: Todd Luecke, Martin Beckman, Christine Wade, Christina Scott, Todd Blain and Andrea Roswell.

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 – March 19, 2026**

**PC-2026-04-01**

A motion was made by Bert Butts and was seconded by Jerry Bednar, approving the minutes of March 19, 2026, as presented.

All board members concurred.

Motion Carried

**IV. Principal Report**

Enrollment for school year 2025/2026 – 1,133.

Re-Enrollment for school year 2026/2027 - 569

**Approval of Field Trips**

**PC-2026-04-02**

A motion was made by Bert Butts and was seconded by Jerry Bednar, approving the field trips, as presented.

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 April 2026 were made available to the board members. The Compliance Indicator Improvement Plan was made available to board members as information only.

**School Nurse Program Coordinator**

No report.

**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**

No report.

**XIII. Treasurer Report**

Sarah O'Bryan requested board approval for the March 2026 Financial Report.

**March 2026 Financial Report**

**PC-2026-04-03**

A motion was made by Bert Butts, and was seconded by Jerry Bednar, approving the March 2026 Financial Report, as presented (see attached).

All board members concurred.

Motion Carried

**XIV. Superintendent Report**

Sarah O'Bryan requested board approval to ratify approval of the eRate Agreement. Board approval was requested for the Network Athletic Program Coordinator Position.

**Ratify eRate Agreement**

**PC-2026-04-04**

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

All board members concurred.

Motion Carried

**Network Athletic Program Coordinator Position**

**PC-2026-04-05**

A motion was made by Bert Butts, and was seconded by Jerry Bednar, approving the Network Athletic Program Coordinator Position, as presented (see attached).

All board members concurred.

Motion Carried

**XV. Sponsor Update**

**Month: April**

<b>Presented by:</b>	Joyce Lewis	in person
Governing Authority Highlights / Important updates from ESCLEW	<p>If you missed the final session of the 2026 professional development series, <i>Advocates and Ambassadors: Elevating Your School and the Sector</i>, and are interested in viewing it, they can <a href="#">access the recording</a> to review key content. The session focuses on strengthening board leadership through advocacy, including understanding the board's role in supporting both the school and the broader community school sector, building relationships that contribute to school success, and effectively influencing policy and public perception.</p> <p>As a reminder if you have not yet taken the annual Open Meetings and Public Records training, the final session we are hosting is scheduled for April 18 at 9:00 a.m. with Adam Schira.</p>	

	<p>ESCLEW requires this training to be completed by April 30, 2026. You can register for the training <a href="#">here</a>.</p> <p>As the year is coming to a close, you are reminded to complete at least one school visit or activity as part of your contractual obligations as outlined in section 11.6. ESCLEW expects each board member to attend at least one visit or activity per school they serve each year.</p>
Recent Site Visit Highlights	There will not be an in-person site visit for the month of April. Instead, website checks will be conducted to ensure all required items can be located and verified on the school's website. In person site visits will resume in May.
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 Standard (2 points)	Falls Below the Standard (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
<b>Evidence:</b> <b>Jon-</b> <ul style="list-style-type: none"> <li>● PCS: site visit</li> <li>● OBCE: site visit</li> <li>● LCE:</li> <li>● ECS: site visit</li> <li>● Washington Park: Site visit</li> </ul>					

**Jerry-**

- PCS: site visit
- OBCE: site visit
- LCE:
- ECS:
- Washington Park

**Bert-**

- PCS: site visit
- OBCE:site visit
- LCE:
- ECS: site visit, winter concert
- Washington Park
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**Leo-**

- PCS:
- OBCE:
- LCE:
- ECS:
- Washington Park
- 

**Lori-**

- PCS:
- OBCE:
- LCE:
- ECS:
- Washington Park

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
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**Evidence:**

July  
 August  
 September  
 October  
 November  
 January  
 March

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
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					more meetings
<b>Evidence:</b> July-5 August-5 September-5 October-5 November-5 December-5 January-5 February-5 March-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
<b>Evidence:</b> 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
<b>Evidence:</b> Jon--completed Jerry--completed Bert-completed Leo- 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-3/5  
September 5/5  
October 5/5  
November 5/5  
January 3/5  
March 4/5

**XVI. Old Business**

No report.

**XVII. Public Comment**

No report.

**XVIII. New Business**

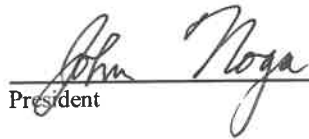
No report.

**Adjourn**

A motion was made by Bert Butts and was seconded by John Noga, to adjourn.

All board members concurred.

Motion Carried 6:48 p.m.

  
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President

  
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Secretary