

Constellation Schools: Westpark Community Elementary
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: Charles Ledger, Bogusia Chmielewski, Donna Stelter, Thomas Bonner and Christy Bonner.

School staff present: Jean Rizi

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

WCE-2026-04-01

A motion was made by Christy Bonner and was seconded by Thomas Bonner, approving the minutes of March 19, 2026, as presented.

All board members concurred.

Motion Carried

IV. Principal Report

Enrollment for school year 2025/2026 – 210

Re-Enrollment for school year 2026/2027 -94

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

WCE-2026-04-02

A motion was made by Bogusia Chmielewski, and was seconded by Christy Bonner, 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 for Educational Service Center of Lake Erie West Spring 2026 Modifications. Board approval was requested to ratify approval of the eRate Agreement.

Educational Service Center of Lake Erie West Spring 2026 Modifications

WCE-2026-04-03

A motion was made by Bert Butts, and was seconded by John Noga, approving the Educational Service Center of Lake Erie West Spring 2026 Modifications, as presented (see attached).

All board members concurred.

Motion Carried

Ratify eRate Agreement

WCE-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

XV. Sponsor Update

Month: April

Presented by:	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 access the recording 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. ESCLEW requires this training to be completed by April 30, 2026. You can register for the training here.</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.
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
Evidence: Thomas-Charles-Donna-Bogusia-					
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 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 more meetings
Evidence: July-4 August-4 September-4 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
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:
Thomas-
Charles-
Donna--completed
Bogusia--completed
Christy - completed

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%
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Evidence:
 July- 4/4
 August4/4
 September 4/4
 October 5/5
 November 4/5
 January 5/5
 March 4/5

XVI. Old Business

No report.

XVII. Public Comment

No report.

XVIII. New Business

No report.

Adjourn

A motion was made by Christy Bonner and was seconded by Bogusia Chmielewski, to adjourn.

All board members concurred.

Motion Carried 6:48 p.m.



 President



 Secretary