Constellation Schools: Westpark Community Elementary
Annual Board Meeting Minutes
Thursday, May 21, 2026
Constellation Schools – Parma Community Middle & High Cafeteria, Parma Ohio

I. Roll Call
Sarah O'Bryan called the meeting to order at 6:01 p.m. with the following members present: Charles Ledger, Bogusia Chmielewski, Thomas Bonner and Christy Bonner. Absent: Donna Stelter

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, 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 – April 16, 2026 **WCE-2026-05-01**
A motion was made by Thomas Bonner and was seconded by Christy Bonner, approving the minutes of April 16, 2026, as presented.
All board members concurred.
Motion Carried

IV. Principal Report
Enrollment for school year 2025/2026 – 212

Re-Enrollment for school year 2026/2027 - 31

V. Committee Reports
The LPDC May 13, 2026, Minutes were made available to board members as information only.

VI. Education Services
Education Program Director
Debbie Piazza requested the board members acknowledge the 2025-2026 Harassment/Intimidation – Bullying Reporting for the Second Semester. Board approval was requested for 2026-2027 Plans for Completion of Make-Up days via Web Access Certification for Schools.

Charles Ledger, Bogusia Chmielewski, Thomas Bonner and Christy Bonner acknowledged they reviewed the Bullying, Harassment, and Intimidation Reporting Document.

SY 2026-2027 Plans for Completion of Make-Up Days via Web Access Certification for Schools **WCE-2026-05-02**
A motion was made by Thomas Bonner and was seconded by Christy Bonner, approving the SY 2026/2027 Plans for Completion of Make-Up Days via Web Access, as presented (see attached).
All board members concurred.
Motion Carried

Director of Academic
No report.

VII. Student Services

Special Education Program Coordinator

Special Education Numbers for May 2026 were made available to the board members as information only.

School Nurse Program Coordinator

The Nurses Report for May 2026 was made available to the board members as information only.

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 April 2026 Financial Report. Board approval was requested for FY 2027 Budgets and Three-Year Forecast. The 2026-2027 Finance Committee Meeting Schedule was made available to the board members as information only.

April 2026 Financial Report **WCE-2026-05-03**

A motion was made by Christy Bonner, and was seconded by Thomas Bonner, approving the April 2026 Financial Report, as presented (see attached).
All board members concurred.
Motion Carried

FY 2027 Budgets and Three-Year Forecast **WCE-2026-05-04**

A motion was made by Thomas Bonner, and was seconded by Christy Bonner, approving the FY 2027 Budgets and Three-Year forecast, as presented (see attached).
All board members concurred.
Motion Carried

XIV. Superintendent Report

Sarah O'Bryan requested the board members to adopt the Resolution for a Cybersecurity Program Pursuant to Ohio Revised Code § 9.64. Board approval was requested for a Resolution for the Charter School Facilities Incentive Grant (CFIG). Board approval was requested for the Replacement of Appendix 4.2070-A – Notice of Rights under the Family Educational Rights and Privacy Act ("FERPA') and Authorization to Release Student Directory Information. Board approval was requested for the 2026-2027 Schedule of Board Meeting Dates.

Resolution Adopting a Cybersecurity Program Pursuant to Ohio Revised Code § 9.64 **WCE-2026-05-05**

A motion was made by Christy Bonner, and was seconded by Thomas Bonner, adopting the Resolution for a Cybersecurity Program Pursuant to Ohio Revised Code § 9.64, as presented (see attached).
All board members concurred.
Motion Carried

Resolution – Charter School Facilities Incentive Grant (CFIG) **WCE-2026-05-06**
A motion was made by Thomas Bonner, and was seconded by Christy Bonner, approving the Resolution for the Charter School Facilities Incentive Grant (CFIG), as presented (see attached).
All board members concurred.
Motion Carried

Replacement of Appendix 4.2070-A Notice of Rights Under the Family Educational Rights and Privacy Act ("FERPA") and Authorization to Release Student Directory Information. **WCE-2026-05-07**
A motion was made by Thomas Bonner, and was seconded by Christy Bonner, approving Replacement of Appendix 4.2070-A Notice of Rights Under the Family Educational Rights and Privacy Act ("FERPA") and Authorization to Release Student Directory Information, as presented (see attached).
All board members concurred.
Motion Carried

2026-2027 Schedule of Board Meeting Dates **WCE-2026-05-08**
A motion was made by Thomas Bonner, and was seconded by Christy Bonner, approving the 2026-2027 Schedule of Board Meeting Dates, as presented (see attached).
All board members concurred.
Motion Carried

XV. Sponsor Update

Month: May

Presented by:	Joyce Lewis	In person
Governing Authority Highlights / Important updates from ESCLEW	Save the Date: The Annual Statewide Meeting is scheduled for Friday, September 18, 2026. Topics will include compliance updates and opportunities for networking. Additional details and the full agenda will be shared in the coming weeks. Dave Yost has released the 2026 edition of Ohio's Sunshine Laws manual, better known as the "Yellow Book." This annual guide is a helpful resource for understanding Public Records and Open Meetings requirements.	
Recent Site Visit Highlights	During the May site visits, the focus will be on reviewing academic performance, intervention systems, and progress toward Performance Framework goals, along with school climate and discipline practices. The visits will also include a review of staffing and retention, end-of-year compliance and reporting, summer learning plans, and student promotion and retention decisions to support readiness for the upcoming school year.	
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- WCS: K signing Day** **Bogusia-WCS: K signing Day** **Christy -**					
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 April					

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** **April - 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- completed** **Charles–completed** **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%
Evidence: July- 4/4 August-4/4 September 4/4 October 5/5 November 4/5 January 5/5 March 4/5 April – 5/5					

XVI. Old Business
No report.

XVII. Public Comment
No report.

XVIII. New Business
Sarah O'Bryan introduced Public Hearing for IDEA Part B and IDEA ARP Public Funds Use Hearing.

The purpose of this hearing is to give the public an opportunity to provide comments on the school's use of IDEA Part B funding and IDEA ARP Public Funds Use Hearing.

There was a request for public comment. No public comment was offered.

Adjourn
A motion was made by Thomas Bonner and was seconded by Christy Bonner, to adjourn.
All board members concurred.
Motion Carried 6:37 p.m.

President Secretary