Constellation Schools: Westpark Community Middle
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: James Tortelli, Deborah Callen and Laurene Perkins. Absent: Joseph Sgro & Douglas Nissel

School staff present: Deborah Rotolo

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: Michelle Woolery

Financial Services: None

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – March 19, 2026 **WCM-2026-05-01**

A motion was made by Laurene Perkins and was seconded by Deborah Callen, approving the minutes of March 19, 2026, as presented.
All board members concurred.
Motion Carried

IV. Principal Report

Enrollment for school year 2025/2026 – 155

Re-Enrollment for school year 2026/2027 - 152

Ratify Approval of Field Trips (Principal Report - April 2026) **WCM-2026-05-02**

A motion was made by Laurene Perkins and was seconded by Deborah Callen, approving ratifying the field trip, as presented.
All board members concurred.
Motion Carried

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.

James Tortelli, Deborah Callen and Laurene Perkins 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 **WCM-2026-05-03**

A motion was made by Deborah Callen and was seconded by Laurene Perkins, 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 March and 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.

March and April 2026 Financial Reports **WCM-2026-05-04**
A motion was made by James Tortelli, and was seconded by Laurene Perkins, approving the March and April 2026 Financial Reports, as presented (see attached).
All board members concurred.
Motion Carried

FY 2027 Budgets and Three-Year Forecast **WCM-2026-05-05**
A motion was made by James Tortelli, and was seconded by Laurene Perkins, 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 board approval to ratify the eRate Agreement. Board members were requested to approve the Network Athletic Program Coordinator Position. Board members were requested to adopt the Resolution for a Cybersecurity Program Pursuant to Ohio Revised Code § 9.64. 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.

eRate Agreement **WCM-2026-05-06**
A motion was made by Laurene Perkins, and was seconded by James Tortelli, to ratify approving the eRate Agreement, as presented (see attached).
All board members concurred.
Motion Carried

Network Athletic Program Coordinator Position **WCM-2026-05-07**

A motion was made by Laurene Perkins, and was seconded by James Tortelli, approving the Network Athletic Program Coordinator Position, as presented (see attached).
All board members concurred.
Motion Carried

Resolution Adopting a Cybersecurity Program Pursuant to Ohio Revised Code § 9.64 **WCM-2026-05-08**

A motion was made by Laurene Perkins, and was seconded by James Torelli, adopting the Resolution for a Cybersecurity Program Pursuant to Ohio Revised Code § 9.64, 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. **WCM-2026-05-09**

A motion was made by Laurene Perkins, and was seconded by James Tortelli, 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 **WCM-2026-05-10**

A motion was made by Laurene Perkins, and was seconded by James Tortelli, approving the 2026-2027 Schedule of Board Meeting Dates, as presented (see attached).
All board members concurred.
Motion Carried

XV. Sponsor Update

The Sponsor Report was made available to the board members.

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 Laurene Perkins and was seconded by Deborah Callen, to adjourn.
All board members concurred.
Motion Carried 6:37 p.m.

President Secretary