

PARMA ACADEMY
(An Ohio Not-for-Profit Corporation)

BOARD MEETING
MINUTES

Parma Academy (the “School”) held a Board Meeting (the “meeting”) on April 13, 2020 via conference line.

Board Members in Attendance:

Diane Faehnrich, Chairwoman
Kimberly Bartlett, Vice Chairwoman
Jonathan Petrea, Treasurer
Mary Galinas, Member
Mark Sanzotta, Secretary

Guests in Attendance:

Sarah O’Bryan, Associate Director of School Accountability, ACCEL Schools
Delores Junior, Sponsor Representative, Charter School Specialists
Dave Massa, Fiscal Officer, Massa Financial Services
Mike Pilarski, Sr. Financial Analyst, ACCEL Schools
Wendy Copen, Principal, Parma Academy
Anne Trakas, Sr. Board Services Manager, Callender Law Group

1. Sign-in / A Call to order

The Meeting was called to order at 6:06 p.m. by Chairwoman Faehnrich. A quorum was present for the meeting.

2. Pledge of Allegiance

Board members and guests participated in the Pledge of Allegiance.

3. Review/Acceptance of Agenda

Board members reviewed the meeting agenda. Upon Motion duly made by Ms. Galinas to accept the agenda for the April 13, 2020 Board meeting without amendment, seconded by Ms. Bartlett, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	OTHER <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

4. Reports and Updates

a. Operator Report

Ms. Copen provided the School Report. March 2nd through 6th was literacy week. The students enjoyed the activities. The staff members are reading a story a day on Facebook. Parents/caregivers can print lessons. Meetings with teachers are held from 10:00 a.m. to 1:00 p.m. every day via ZOOM meetings. Enrollment is about 45 students. They are working to make the online enrollment process easier. Events have been put on hold due to the pandemic.

Discussion continued regarding staff training; Docusign training was held. Staff met, with social distancing in practice, to compile student assignments. Bins are located outside the building, which contain the lesson packets for each student. Materials can be downloaded as well. ZOOM meetings are available if the students need extra help. Completed materials can be placed in the bins; entrance to the school building is not necessary to obtain or return lesson packets. Parents can also sign out the Chrome books. Phone calls and e-mail blasts help keep families informed. Response from the parents has been great.

Conversation continued about vulnerable families and their status. Are there extra resources available? There was an affirmative answer to this question. Every Tuesday families can receive food; Westpark Academy is about 1.5 miles from the School, where food distribution is located. The students are making masks for the church that has provided support for the school, included in their 'Thank You' packet. Governor DeWine has extended the stay-at-home order until May 1st.

Ms. O'Bryan contributed to the Operator Report. Breakfast and lunch for five (5) days is provided; this is part of the National School Lunch Program. The distribution is served from six (6) locations in Cleveland instead of the original eighteen (18). The Board requested that the staff notify them of any needs they or the students/families might have.

There was discussion about options for education plans; Ms. Galinas made positive comment about the services provided.

Superintendent's Residency Verification Update

Ms. OBryan noted there was no difference in the information from last month; no new Proof of Residency submitted before the mandated closure. The files pulled and checked at random showed no issues; no disputes to report.

b. Sponsor Report (Charter School Specialists)

Ms. Delores Junior gave the Sponsor Report. The Corrective Action Plan was turned in on September 10th. The Sponsor Connection was brought forward for discussion. Ohio was awarded about \$3.5 million in Federal funds. Ms. O'Bryan received IDEA, IIA funds, etc. All inventory purchased with the funds must be inventoried.

There was discussion about developing and implementing strategies to improve attendance and School climate. Ms. Junior noted the Fall/Winter Site Visit Report was included in the meeting materials.

c. Treasurer Report (Massa Financial)

Mr. Dave Massa gave the Treasurer Report. The March 2020 Financial Statements were brought forward for review and discussion. The School was funded at about 42 FTEs, and picked up some Special Education funds. Thus far, there doesn't appear to be an impact from this year's events. Fiscal Year 21 may be different, with the expected downturn in State revenue and Casino revenues may be impacted. Some federal funds may help, as there has been about \$13 billion released for K-12 education. It is not known what this looks like yet. There was a question asked about ZAP Entertainment listed on the Financial Statements. Ms. OBryan will look into the specifics of that invoice.

The March 2020 Financial Statements were brought forward for adoption by the Board. A discussion was had. Upon Motion duly made by Mr. Sanzotta to adopt the March 2020 Financial Statements without amendment, seconded by Mr. Petrea, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	OTHER <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

d. Legal Update (Callender Law Group)

Ms. Trakas provided a summary of the policies included on the agenda. There was discussion regarding HB197. The April 2020 Legal Update was included in the meeting materials. The Board members were encouraged to contact Callender Law Group with any questions.

5. Open Discussion

Ms. Junior requested the addition of the approval of the Monthly Residency Verification Update to the agenda. Chairwoman Faehnrich added the topic ‘*Adoption/Approval of the Monthly Residency Verification Update*’ as item ‘h’ under ‘**New Business**’.

6. Old Business

No Old Business for the meeting.

7. New Business

a. Resolution, Adoption/Approval of Minutes, March 9, 2020 Board Meeting

The minutes from the March 9, 2020 Board meeting were brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Galinas to adopt the minutes from the March 9, 2020 Board meeting without amendment, seconded by Ms. Bartlett, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	OTHER <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

b. Resolution, Adoption/Approval of State of Emergency Policy

The Adoption/Approval of the State of Emergency Policy was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Ms. Galinas to adopt the State of Emergency Policy without amendment, seconded by Ms. Bartlett, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	OTHER <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

c. Resolution, Adoption/Approval of State of Emergency Policy, Academic Decisions

The Adoption/Approval of the State of Emergency Policy, Academic Decisions was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Ms. Galinas to adopt the State of Emergency Policy, Academic Decisions without amendment, seconded by Mr. Petrea, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	OTHER (Absent, Abstain, Etc.)
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

d. Resolution, Adoption/Approval of School Meal Program, Summer Months 2020

The Adoption/approval of the Resolution, School Meal Program, Summer Months 2020 was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Mr. Sanzotta Bartlett to adopt the School Meal Program, Summer Months 2020 without amendment, seconded by Mr. Petrea, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	OTHER (Absent, Abstain, Etc.)
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

e. Resolution, Adoption/Approval of Suspension of School Staff Evaluations, 2019/2020 Academic Year

The Resolution for Suspension of School Staff Evaluations, 2019/2020 Academic Year was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Ms. Galinas to adopt the Suspension of School Staff Evaluations for the 2019/2020 Academic Year without amendment, seconded by Ms. Bartlett, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	OTHER <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehrich, Chairwoman	✓		

f. Resolution, Adoption/Approval of Plans for Completion of Makeup Days, Web Access Blizzard Bags Policy, 2020/2021 Academic Year

The Resolution, Plans for Completion of Makeup Days, Web Access Blizzard Bags Policy, 2020/2021 Academic Year was brought forward for consideration by the Board. A discussion was had during the Legal Update. The Plan developed by the Operator and adopted by the Board is due to the Ohio Department of Education by August 1st. Upon Motion duly made by Ms. Galinas to adopt the Plans for Completion of Makeup Days, Web Access Blizzard Bags Policy 2020/2021 Academic Year without amendment, seconded by Mr. Sanzotta, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	OTHER <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehrich, Chairwoman	✓		

g. Resolution, Adoption/Approval of School Calendar for the 2020/2021 Academic Year

The School Calendar for the 2020/2021 Academic Year was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Galinas to adopt the School Calendar for the 2020/2021 Academic Year without amendment, seconded by Mr. Petrea, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	OTHER <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehrich, Chairwoman	✓		

h. Adoption/Approval of Monthly Residency Verification Update

The adoption/approval of the Monthly Residency Verification was brought forward for consideration by the Board. A discussion was had during the Operator Report. Upon Motion duly made by Ms. Galinas to adopt the Monthly Residency Verification Update without amendment, seconded by Mr. Petrea, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	OTHER <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

8. Date/time and location for next meeting

The next meeting of the governing board of Parma Academy is scheduled for **Monday, May 11, 2020 at 6:00 p.m.** via conference line, 515-604-9583; Code: 867834#.

9. Adjournment

There being no further business to come before the Board, upon Motion duly made by Ms. Bartlett to adjourn the April 13, 2020 Board meeting of Parma Academy, seconded by Ms. Galinas, the Motion passed by unanimous affirmative vote. The meeting adjourned at 6:56 p.m.

Roll Call Board Member	AYE	NAY	OTHER <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathon Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

APPROVAL AND ADOPTION OF MINUTES

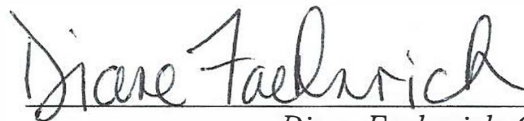
Motion to approve and adopt minutes of the April 13, 2020 Regular Board

Meeting of Parma Academy, with without amendments, made by

MR. PETREA, seconded by MS. GONIMOL.

Roll Call Board Member	AYE	NAY	OTHER <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

Adopted by a vote of the Board on this 11th day of MAY, 2020.



*Diane Faehnrich, Chairwoman
Parma Academy*