

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

**BOARD MEETING**  
**MINUTES**

Parma Academy (the "School") held a Board Meeting (the "meeting") on April 12, 2021 via electronic communications.

**Board Members in Attendance:**

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

**Guests in Attendance:**

Wendy Copen, School Principal, Parma Academy  
Dave Massa, Fiscal Officer, Massa Financial Solutions  
Delores Junior, Sponsor Representative, Charter School Specialists  
Anne Trakas, Sr. Board Services Manager, Callender Law Group  
Mike Garcar, Board Liaison, Callender Law Group

**1. Sign-in / A Call to order**

The Meeting was called to order at 6:00 p.m. by Chairwoman Faehnrich. A quorum was present for the meeting.

**2. Review/Acceptance of Agenda**

Board members reviewed the meeting agenda. Upon Motion duly made by Ms. Galinas to accept the agenda for the April 12, 2021 Board meeting without amendment, seconded by Ms. Bartlett, the Motion passed by unanimous affirmative vote.

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

### **3. Public Hearing**

#### *Public Hearing, IDEA Part B Funds*

Mr. Garcar provided an introduction to the Public Hearing: "The Governing Authority of Parma Academy has scheduled a public hearing to occur during the regular meeting of the board on April 12, 2021. The notice of this hearing was posted in the Cleveland Plain Dealer.

The purpose of this hearing is to give the public an opportunity to provide comment on the School's use of IDEA Part B funding.

IDEA Part B funds are allocated to the School through the Department of Education and must be used by the School for the purposes of providing education and support services to students with disabilities."

There was a request for public comment. No public comment was offered. The public hearing concluded at 6:05 p.m.

### **4. Reports and Updates**

#### **a. Operator Report**

Ms. Copen gave the Operator Report. Mock assessments for 2<sup>nd</sup> and 3<sup>rd</sup> graders were completed. The School hosted an art activity with local pre-schools. There were five new enrollments with the 'K for a Day' promotions. There was a drive-through Easter Egg hunt with the Easter Bunny.

Weekly calls continue, and weekly calendars are sent home to the parents. The Emmanuel Christian Church congregation continues to provide Blessings in a Backpack. Church members have offered to pay for a uniform for each student. Enrollment was about 127 students for the month of April. The goal for enrollment is about 166 students for the fall.

There was discussion about the recent CSP Grant site visit. The visit went well, and Board members may be contacted for input.

#### *Discussion, Superintendent's Residency Verification Update*

The Superintendent's Residency Verification Update report was included in the meeting materials. Re-enrollment for next year is about 90%. There were no issues to report.

#### *Adoption/Approval of Operator Report/Monthly Residency Verification Update*

The approval of Operator Report/Monthly Residency Verification Update was brought forward for consideration by the Board. Upon Motion duly made by Mr. Petrea to adopt/approve the Operator Report/Monthly Verification Update without amendment, seconded by Ms. Galinas, the Motion passed by common consent.

#### **b. Sponsor Report (Charter School Specialists)**

Ms. Junior gave the Sponsor Report. There was discussion about the Sponsor Connection included in the meeting materials. A new director of School improvement was noted. Ms. Junior reviewed the report provided in the meeting materials.

**c. Treasurer Report (Massa Financial)**

Mr. Dave Massa gave the Treasurer Report. The March 2021 financial statements were included in the meeting materials. The School was funded on FTE of 118, the FTE number is stable, as the April payment is consistent with this. The School has a slight loss year to date, and is slightly behind budget. The School is on target, and the numbers might improve before the end of the school year.

The second round of ESSER funds is estimated to be about \$159,000. Additional information is anticipated for discussion at the next Board meeting, as the School budget for next year will be on the agenda.

Ms. Junior asked whether the pandemic had an effect on the School's casino funds. Mr. Massa noted there did not appear to be a decrease. The Casino funds amount to about \$25 per student.

The adoption/approval of the March 2021 Financial Statement was brought forward for consideration by the Board. Upon Motion duly made by Ms. Galinas to adopt the March 2021 Financial Statement without amendment, seconded by Mr. Petrea, the Motion passed by unanimous affirmative vote.

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

**d. Legal Update (Callender Law Group)**

Mr. Garcar gave the Legal Update. A reminder for Board members to obtain the required Sunshine Laws was given. Board members were encouraged to contact Mr. Garcar or Ms. Trakas to register for the May 20, 2021 virtual Board training.

Mr. Garcar provided a summary of the policies included on the agenda. The Third Grade Paper Test Administration Option allows the School to provide the students with paper tests for next year. The School would also like to add service to fourth and fifth grades next year. The acceptance of the School Safety Training Grant is requested, the adoption of the resolution for the Extended Learning Plan, and the adoption of the 2021/2022 School Calendar were discussed.

**4. Committee Reports**

- a. *Executive Committee—none*
- b. *Audit & Finance Committee—none*
- c. *CSP Grant Update*

The discussion of the CSP Grant review was given during the Operator Report.

**5. Old Business**

No Old Business to discuss.

**6. New Business**

*a. Resolution, Adoption/Approval of Minutes, March 8, 2021 Board Meeting*

The minutes from the March 8, 2021 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 of the March 8, 2021 Regular Board meeting without amendment, seconded by Mr. Sanzotta, the Motion passed by unanimous affirmative vote.

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

*b. Resolution, Adoption/Approval of Test Security Policy*

The Test Security Policy was brought forward for consideration by the Board. A discussion was had. This is a one-time policy to provide guidance for the School to administer State tests. Upon Motion duly made by Ms. Galinas to adopt the Test Security Policy without amendment, seconded by Mr. Sanzotta, the Motion passed by unanimous affirmative vote.

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

*c. Resolution, Adoption/Approval of School Meal Program, Summer Months 2021*

The Resolution for the School Meal Program for the Summer Months 2021 was brought forward for consideration by the Board. A discussion was had. This allows the School to not offer meals during the summer months due to negative financial impact. Upon Motion duly made by Ms. Bartlett to adopt the Resolution, School Meal Program, Summer Months 2021 without amendment, seconded by Ms. Galinas, the Motion passed by unanimous affirmative vote.

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

*d. Resolution, Adoption/Approval of Re-Enrollment Form, 2021/2022 Academic Year*

The Re-Enrollment Form for the 2021/2022 Academic Year was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Galinas to adopt the Re-Enrollment Form for the 2021/2022 Academic Year without amendment, seconded by Mr. Sanzotta, the Motion passed by unanimous affirmative vote.

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

*e. Resolution, Adoption/Approval of New Student Registration Packet, 2021/2022 Academic Year*

The New Student Registration Packet for the 2021/2022 Academic Year was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Galinas to adopt the New Student Registration Packet for the 2021/2022 Academic Year without amendment, seconded by Mr. Petrea, the Motion passed by unanimous affirmative vote.

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

Ms. Junior inquired whether the Sponsor has contacted the School for a site visit. Ms. Junior asked if all three learning modalities were offered by the School, with affirmative response. All three modalities—virtual, in-person, and hybrid—are offered.

**7. Date/time and location for next meeting**

The next meeting of the governing board of Parma Academy is scheduled for **Monday, May 10, 2021 at 6:00 p.m.** via electronic communications;

*Video Conference Option:*

<https://us02web.zoom.us/j/3035220905>; Meeting ID: 303 522 0905

*Telephone Option: 1-312-626-6799*

**8. Adjournment**

There being no further business to come before the Board, upon Motion duly made by Mr. Petrea to adjourn the April 12, 2021 Board meeting of Parma Academy, seconded by Ms. Galinas, the Motion passed by unanimous affirmative vote. The meeting adjourned at 6:42 p.m.

<b>Roll Call Board Member</b>	<b>AYE</b>	<b>NAY</b>	<b>OTHER</b> <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 12, 2021 Regular Board Meeting of

Parma Academy, with (without) amendments, made by MEMBER GALINAS

seconded by MEMBER SANZOTTA

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

Adopted by a vote of the Board on this 10th day of MAY, 2021.

Diane Faehrich

Diane Faehrich, Chairwoman  
Parma Academy