

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

BOARD MEETING
MINUTES

Parma Academy (the “School”) held a Board Meeting (the “meeting”) on August 10, 2020 via electronic communications.

Board Members in Attendance:

Diane Faehnrich, Chairwoman
Kimberly Bartlett, Vice Chairwoman, joined 6:09 p.m.
Jonathan Petrea, Treasurer
Mary Galinas, Member
Mark Sanzotta, Secretary

Guests in Attendance:

Sarah O’Bryan, Associate Director of School Accountability, ACCEL Schools
Dave Massa, Fiscal Officer, Massa Financial Solutions
Mike Pilarski, Sr. Financial Analyst, ACCEL Schools
Susan Scarponi, Sponsor Representative, Charter School Specialists
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. Review/Acceptance of Agenda

Board members reviewed the meeting agenda. Upon Motion duly made by Ms. Galinas to accept the agenda for the August 10, 2020 Board meeting without amendment, seconded by Mr. Sanzotta the Motion passed by unanimous affirmative vote of members present

Roll Call Board Member	AYE	NAY	OTHER <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett			<i>Not present for vote</i>
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

3. Reports and Updates

a. Operator Report

Ms. OBryan gave the Operator Report. A new 2nd and 3rd grade teacher has been hired. A meet & Greet is scheduled for Thursday from 5:30 p.m. to 7:00 p.m. There was conversation about a recent Beat the Heat event, the new platform, and staff training. The new platform allows the staff to provide instruction across all three platforms. Enrollment is currently about 84 students. Tours are still being offered. All three educational platforms are offered for first semester. Seven (7) students have chosen hybrid/virtual platforms four (4) have chosen hybrid).

Discussion, Superintendent's Residency Verification Update

No report to be provided at this meeting. A report is anticipated for the next month that would include new student data.

Adoption/Approval of Operator Report

The adoption of the Operator Report was brought forward for consideration by the Board. Upon Motion duly made by Ms. Galinas to adopt the Sponsor Report 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 Faehnrich, Chairwoman	✓		

b. Sponsor Report (Charter School Specialists)

Ms. Scarponi gave the Sponsor Report. The Sponsor Connection was brought forward for discussion. Training links were noted, and Board members were encouraged to review training options. Hearing/Vision screenings must be completed by November. Additional guidance is pending from the Ohio Department of Education (ODE). Conversation continued regarding HB164. Tele-therapy is available for students with disabilities.

Discussion continued regarding the enrollment letter; ACCEL has noted they will cover any financial shortfall. The sponsor agreement requires a minimum of 100 students enrolled. The staff is confident the number will be close to that goal by next week. The School's start date is August 17th, one week before the scheduled start date for Parma City School District (September 8th). There was conversation about COVID procedures, including taking temperatures (not recording them), families are asked if any symptoms are experienced, and social distancing protocols. Hula hoops are used to show students proper distancing. Additional disinfecting procedures were reviewed. Students are encouraged to bring and utilize water bottles instead of using drinking fountains. Masks are encouraged for students.

The School is prepared for several scenarios. Should a family come down with COVID, then the local Board of Health would determine contact tracing and whether there should be a shutdown and duration thereof.

c. Treasurer Report (Massa Financial)

Mr. Dave Massa gave the Treasurer Report. The July 2020 Financial Statements were brought forward for review and discussion. July is the first month of the new academic year. The School will be funded on last year’s numbers until October. Mr. Massa noted the corrected check register was uploaded to the shared folder. The audit process for the previous year has started. There was discussion regarding items on the check register, including insurance premiums. STRS remissions are due within five (5) days of payroll.

The July 2020 Financial Statements were brought forward for adoption by the Board. Upon Motion duly made by Ms. Galinas to adopt the July 2020 Financial Statements without amendment, seconded by Ms. Bartlett, 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. Legal Update (Callender Law Group)

Ms. Trakas provided a summary of the policies included on the agenda. The August 2020 Legal Update was included in the meeting materials. Board members were reminded of the annual Conflict of Interest and Disclosure forms requirements.

4. Open Discussion

None.

5. Old Business

None.

6. New Business

a. Resolution, Adoption/Approval of Minutes, July 13, 2020 Board Meeting

The minutes from the July 13, 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 July 13, 2020 Board meeting 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 Faehnrich, Chairwoman	✓		

b. Resolution, Adoption/Approval of Attendance Policy Amendment, 2020/2021 Academic Year
The Attendance Policy Amendment for the 2020/2021 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 Attendance Policy Amendment for the 2020/2021 Academic Year without amendment, seconded by Ms. Bartless, 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, Student & Visitor COVID-19 Policy, 2020/2021 Academic Year

The Student & Visitor COVID-19 Policy for the 2020/2021 Academic Year was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Ms. Bartlett to adopt the Student & Visitor COVID-19 Policy for the 2020/2021 Academic Year without amendment, seconded by Ms. Galinas, 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. Resolution, Ratification of Remote Learning Plan, 2020/2021 Academic Year

The ratification of the Remote Learning Plan for the 2020/2021 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 ratify the Remote Learning Plan for the 2020/2021 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 Faehnrich, Chairwoman	✓		

7. Date/time and location for next meeting

The next meeting of the governing board of Parma Academy is scheduled for **Monday, September 14, 2020 at 6:00 p.m.** via electronic communications:

<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 August 10, 2020 Board meeting of Parma Academy, seconded by Ms. Bartlett, the Motion passed by unanimous affirmative vote. The meeting adjourned at 6:45 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 August 10, 2020 Regular Board Meeting of

Parma Academy, with without amendments, made by MS. BARTLETT

seconded by MR. SANZOTTA.

Roll Call Board Member	AYE	NAY	OTHER (Absent, Abstain, Etc.)
Kimberly Bartlett	✓		
Mary Galinas			NOT PRESENT
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

Adopted by a vote of the Board on this 14th day of SEPTEMBER, 2020.

Diane Faehnrich
Diane Faehnrich, Chairwoman
Parma Academy