

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

BOARD MEETING
MINUTES

Parma Academy (the "School") held a Board Meeting (the "meeting") on July 13, 2020 via electronic communications.

Board Members in Attendance:

Diane Faehnrich, Chairwoman
Kimberly Bartlett, Vice Chairwoman
Jonathan Petrea, Treasurer
Mary Galinas, Member
Mark Sanzotta, Secretary, joined 6:23 p.m.

Guests in Attendance:

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

1. Sign-in / A Call to order

The Meeting was called to order at 6:01 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 July 13, 2020 Board meeting without amendment, seconded by Ms. Bartlett the Motion passed by unanimous affirmative vote of members present

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

3. Discussion, Annual Meeting

a. Board Terms

Mr. Garcar discussed the bylaws, and the Board terms. The recommendation was made to suspend current terms and reassign service terms to achieve compliance with the bylaws. The Board members were asked to volunteer for 3-year term, 2-year term, or 1-year term, with reappointment of up to three years following the expiration of the term. The terms were determined by the Board as follows:

<i>Position</i>	<i>Term of Office</i>	<i>Board Member Name</i>	<i>Term Commence</i>	<i>Term End</i>
1	3 Years	Diane Faehrich	7/1/20	6/30/23
2	3 Years	Jonathan Petrea	7/1/20	6/30/23
3	2 Years, then 3	Kimberly Bartlett	7/1/20	6/30/22
4	2 Years, then 3	Mary Galinas	7/1/20	6/30/22
5	1 Year, then 3	Mark Sanzotta	7/1/20	6/30/21

b. Board Officer Appointments

The discussion of Board Officer Appointments was brought forward for consideration by the Board. The offices are separate from the terms of service. The Board could keep the same slate of officers, or members could make changes if desired. The current slate is as follows:

- i. Chairwoman: Diane Faehrich*
- ii. Vice Chairwoman: Kimberly Bartlett*
- iii. Treasurer: Jonathan Petrea*
- iv. Secretary: Mark Sanzotta*

Upon Motion duly made by Ms. Galinas to keep the current slate of officers for the 2020/2021 academic year, seconded by Ms. Bartlett, the Motion passed by unanimous affirmative vote of members present.

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

4. Reports and Updates

a. Operator Report

Ms. Copen gave the School Report. Transitional kindergarten will be offered next year. There are parents that want their children at school. There were several options that are provided to the parents for the next academic year, from all-day school, all online, and blended, where student could be 3 days online, and 2 days at school. Teachers will be able to incorporate online and in-person so students don't miss anything. Parents can opt to switch option during the year. About 67% of families surveyed would like a blended option. Small tours of the facility are being given. Calls, e-mail blasts, facebook and the website are methods used to update families. The staff are sending personal notes to inform of personal visits. Hula hoops are being used to aid the students in Social Distancing.

Conversation continued regarding recruitment. Three (3) daycare centers were visited with an ice cream truck; one center is interested in students moving on to kindergarten, About 50 permission slips were received. Verified enrollment is a changing number, and the Marketing team is still working to bring the School up to 125 students. A 'Beat the Heat' event is scheduled for July 23rd from 5:00 to 7:00 p.m. Social Distancing will be practiced for this in-person event. An online remote session is scheduled for the 22nd. The staff is asking families to commit to one of the three options. If no option is specified, the default option is the in-person, 5-day-a-week option. The staff survey was released, and results are expected soon.

Enrollment was discussed. There are about 70 students currently enrolled; five (5) are in process. It is expected that there will be about 80 students enrolled by the end of the week. School is currently scheduled to start August 17th.

Superintendent's Residency Verification Update

Ms. OBryan noted there were no changes to report; of the 44 newly enrolled students, all documents were verified. There were no flags to report.

b. Sponsor Report (Charter School Specialists)

Ms. Scarponi gave the Sponsor Report. The deadline has been extended for submission of the Remote Learning Plan to the Sponsor for review is August 12th. Virtual training opportunities are available. Vision and Hearing screening notice must be sent to the parent prior to August 1st; screenings to be done by November. Ms. Scarponi reminded the School to check with the Sponsor's website for changes in information.

Conversation continued regarding Lyndsey's Law; Parents and students must complete specific training before participating in any club sports. There was discussion about the information in the Sponsor Connection; including HB164, graduation rules, remote learning model, teletherapy for students with IEPs. There is no Sponsor evaluation for this year. The School has been released from probation status due to low enrollment.

c. Treasurer Report (Massa Financial)

Mr. Dave Massa gave the Treasurer Report. The June 2020 Financial Statements were brought forward for review and discussion. There were no changes in FTEs; the School had a final result of approximately 41.6 FTEs for the year. The School is meeting obligations. The state reduction of about \$88.76 per pupil was discussed. It is anticipated that this same reduction will be spread out over the next fiscal year. The House will meet again in September, and more reductions may be necessary. With the wrap-up of the school year, the staff is preparing for the Audit process.

The June 2020 Financial Statements were brought forward for adoption by the Board. A discussion was had. Upon Motion duly made by Ms. Bartlett to adopt the June 2020 Financial Statements without amendment, seconded by Mr. Sanzotta, 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 July 2020 Legal Update was included in the meeting materials.

5. Open Discussion

None.

6. Old Business

None.

7. New Business

a. Resolution, Adoption/Approval of Minutes, June 8, 2020 Board Meeting

The minutes from the June 8, 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 June 8, 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 Parent/Student Handbook, 2020/2021 Academic Year

The Parent/Student Handbook for the 2020/2021 Academic Year was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Bartlett to adopt the Parent/Student Handbook 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	✓		

c. Resolution, Adoption/Approval, Academic Acceleration, Early Entrance to Kindergarten and Early High School Graduation Policy

The Academic Acceleration, Early Entrance to Kindergarten and Early High School Graduation Policy was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Mr. Sanzotta to adopt the Academic Acceleration, Early Entrance to Kindergarten and Early High School Graduation 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	✓		

d. Resolution, Adoption/Approval of Delaying Implementation of Ohio Teacher Evaluation System 2.0

The Resolution Delaying Implementation of Ohio Teacher Evaluation System 2.0 was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Mr. Sanzotta to adopt the Resolution Delaying Implementation of Ohio Teacher Evaluation System 2.0 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	✓		

e. Resolution, Adoption/Approval of Remote Learning Plan, 2020/2021 Academic Year

The Resolution for adoption of the Remote Learning Plan 2020/2021 Academic Year was brought forward for consideration by the Board. A discussion was had. The resolution allows for the Chair as Authorized Signatory to sign off on the completed plan prior to the due date. The Plan would be ratified at the next regular Board meeting. Upon Motion duly made by Ms. Bartlett to adopt the Remote Learning Plan 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	✓		

8. Date/time and location for next meeting

The next meeting of the governing board of Parma Academy is scheduled for **Monday, August 10, 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

9. Adjournment

There being no further business to come before the Board, upon Motion duly made by Ms. Bartlett to adjourn the July 13, 2020 Board meeting of Parma Academy, seconded by Ms. Galinas, the Motion passed by common consent. The meeting adjourned at 6:57 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 July 13, 2020 Regular Board Meeting of

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

seconded by MR. SANZOTTA.

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 10th day of August, 2020.

Diane Faehnrich

*Diane Faehnrich, Chairwoman
Parma Academy*