

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

**BOARD MEETING  
MINUTES**

Parma Academy (the "School") held a Board Meeting (the "meeting") on June 8, 2020 via electronic communications.

**Board Members in Attendance:**

Diane Faehrich, Chairwoman  
Kimberly Bartlett, Vice Chairwoman  
Jonathan Petrea, Treasurer, joined 6:12 p.m.  
Mary Galinas, Member  
Mark Sanzotta, Secretary

**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  
Delores Junior, Sponsor Representative, Charter School Specialists  
Dave Massa, Fiscal Officer, Massa Financial Services  
Mike Garcar, Board Liaison, Callender Law Group  
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 Faehrich. A quorum was present for the meeting.

**2. Review/Acceptance of Agenda**

Board members reviewed the meeting agenda. Upon Motion duly made by Ms. Bartlett to accept the agenda for the June 8, 2020 Board meeting without amendment, seconded by Ms. Galinas, the Motion passed by unanimous affirmative vote of members present

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

### 3. Reports and Updates

#### a. Operator Report

Ms. OBryan provided the School Report. There was an update on the year-end wrap up. The building is open by appointment for parents to get their personal items, report cards, or work packet. It is unclear at this time how the next academic year will be organized.

There was positive comment about the 'Paint your Panda' virtual event. About twenty (20) students took part.

The School had a virtual FTE Audit at the end of May. The School passed with no issues. Enrollment is about 54 students. The staff is working on promotion and enrollment.

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

Ms. OBryan noted there were no errors to report or disputes of residency to report.

#### *Harassment, Intimidation & Bullying Report (twice yearly)*

There were no incidents of Harassment, Intimidation, or Bullying in the second half of the academic year to report.

The Adoption/Approval of the Operator Report/Monthly Residency Verification Update was brought forward for consideration by the Board. Upon Motion duly made by Ms. Bartlett to adopt the Operator Report/Monthly Residency Verification Update without amendment, seconded by Ms. Galinas, the Motion passed by unanimous affirmative vote of members present.

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

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

Ms. Junior gave the Sponsor Report. The Sponsor Connection was referenced for review and discussion. Ms. Junior provided positive comment about the increases in enrollment, and asked about the expansion to 3<sup>rd</sup> grade instruction. Ms. OBryan noted the School's Charter is for grades K-8, and the budget for next year covers the expansion to 3<sup>rd</sup> grade. Ms. Junior requested a copy of the plan to keep students engaged during summer months. Ms. OBryan to provide a copy of the plan to Ms. Junior.

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

Mr. Dave Massa gave the Treasurer Report. The May 2020 Financial Statements were brought forward for review and discussion. The School was paid at about 42.5 FTEs the first full month after closure. The School has a loss of about \$298,000 for the year, slightly above expectations. The state reduction of about \$88.76 per pupil was discussed. It is not sure how this will affect the School next year. Mr. Massa will keep the Board apprised of any changes.

The May 2020 Financial Statements were brought forward for adoption by the Board. A discussion was had. Upon Motion duly made by Ms. Galinas to adopt the May 2020 Financial Statements 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, Chairwoman	✓		

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

Ms. Trakas provided a summary of the policies included on the agenda. Board members completed all required annual Sunshine Laws training. The June 2020 Legal Update was included in the meeting materials.

**5. Open Discussion**

There was discussion about whether the Governor's Emergency declaration would be lifted after July 1<sup>st</sup>. The Board was asked about whether in-person meetings were a preference after the ban on group gatherings is lifted. After consideration, the Board determined that meetings via electronic communications were preferred as long as permitted by the legislature.

**6. Old Business**

None.

**7. New Business**

*a. Resolution, Adoption/Approval of Minutes, May 11, 2020 Board Meeting*

The minutes from the April 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 May 11, 2020 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</b> <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

*b. Resolution, Adoption/Approval of Sponsor Contract Amendment, Performance Framework*

The Adoption/Approval of the Sponsor Contract Amendment, Performance Framework was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Galinas to adopt the Sponsor Contract Amendment, Performance Framework 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 Faehnrich, Chairwoman	✓		

*c. Resolution, Adoption/Approval, Charter School Program (CSP) Grant Application*

The Adoption/Approval of the Charter School Program (CSP) Grant Application was brought forward for consideration by the Board. The resolution allows Ms. Shannon Slutman to submit the application on behalf of the School. Upon Motion duly made by Ms. Galinas to adopt the Charter School Program (CSP) Grant Application 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 Faehnrich, Chairwoman	✓		

*d. Resolution, Adoption/Approval of Amendment to Bylaws*

The Amendment to Bylaws was brought forward for consideration by the Board. A discussion was had. The change in language allows for future adjustments in legislation. Upon Motion duly made by Ms. Galinas to adopt the Amendment to Bylaws 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 Faehnrich, Chairwoman	✓		

*e. Resolution, Adoption/Approval of Fraud Reporting Policy*

The Fraud Reporting Policy was brought forward for consideration by the Board. A discussion was had. The policy is standard for all schools, and includes an acknowledgment for new employees about fraud reporting. Upon Motion duly made by Ms. Galinas to adopt the Fraud Reporting Policy 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	✓		

*f. Resolution, Adoption/Approval, Academic Prevention and Intervention Policy, 2019/2020 AY*  
 The Academic Prevention and Intervention Policy, 2019/2020 Academic Year was brought forward for consideration by the Board. A discussion was had. The policy is an annual policy for review. Upon Motion duly made by Ms. Galinas to adopt the Academic Prevention and Intervention Policy for the 2019/2020 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 Faehnrich, Chairwoman	✓		

*g. Adoption/Approval of Confidentiality Policy*  
 The Confidentiality Policy was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Bartlett to adopt the Confidentiality 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</b> <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

*h. Resolution, Adoption/Approval of Ohio Privacy Law Policy*  
 The Ohio Privacy Law Policy was brought forward for consideration by the Board. A discussion was had about school records privacy. Upon Motion duly made by Ms. Galinas to adopt the Ohio Privacy Law 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</b> <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

*i. Resolution, Adoption/Approval of Sovereign Immunity Policy*

The Sovereign Immunity Policy was brought forward for consideration by the Board. A discussion was had. The policy addresses defense and indemnification of employees. Upon Motion duly made by Ms. Bartlett to adopt the Sovereign Immunity 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</b> <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

*j. Resolution, Acknowledgement of Missing Children Information for Students, Parents, and Community Members*

The Acknowledgement of Missing Children Information for Students, Parents, and Community Members was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Galinas to adopt the resolution of Acknowledgement of Missing Children Information for Students, Parents, and Community Members 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 Faehnrich, Chairwoman	✓		

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

The next meeting of the governing board of Parma Academy is scheduled for **Monday, July 13, 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. Galinas to adjourn the June 8, 2020 Board meeting of Parma Academy, seconded by Mr. Sanzotta, the Motion passed by unanimous affirmative vote. The meeting adjourned at 6:46 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 June 8, 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 13<sup>th</sup> day of JULY, 2020.

Diane Faehnrich

*Diane Faehnrich, Chairwoman  
Parma Academy*