

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

BOARD MEETING
MINUTES

Parma Academy (the “School”) held a Board Meeting (the “meeting”) on September 9, 2019

Board Members in Attendance:

Diane Faehnrich, Chairwoman
Mary Galinas, Member, arrived at 6:21 p.m.
Jonathan Petrea, Treasurer
Mark Sanzotta, Secretary

Board Member not in Attendance:

Sean Herod, Vice Chairman

Guests in Attendance:

Sarah O’ Bryan, Associate Director of School Accountability, ACCEL
Kerry Jupina, Director, Charter School Specialists
Dave Massa, Massa Financial Services
Wendy Copen, Principal, Parma Academy
Joy Ramos, Teacher, Parma Academy
Samantha Hager, Teacher, Parma Academy
Christine Baranek, Teacher, Parma Academy
Samantha Hager, Teacher, Parma Academy
Anne Trakas, Sr. Board Services Manager, Callender Law Group
Kimberly Bartlett, Policy Analyst, Callender Law Group
Bre’ Ana Lodne, Parent
Se’ Ana Lodne, Guest
Wendy Shuler Kohl, Guest
Ashton Slandes, Guest
Jessica Ortiz, Guest
Ariel Milczewski, Guest
Mchielle Milczewski, Guest
John Week, Guest

1. Sign-in / A Call to order

The Meeting was called to order at 6:03 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 Mr. Petrea to accept the agenda for the September 9, 2019 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>
Sean Herod			<i>Not present</i>
Mary Galinas			<i>Not present for vote</i>
Jonathan Petrea	X		
Mark Sanzotta	X		
Diane Faehnrich, Chairwoman	X		

3. Reports and Updates

a. Operator Report

Ms. Copen gave the School Report. Three students were Student of the Month for their respective classes. Each student received a certificate and their family received a gift card for dinner at Red Lobster. The School also issues "Golden Tickets" for a student who performs well. The tickets can be turned in for a prize from Ms. Copen.

The School held student achievement assessments. An Intervention Specialist started last week. The one-on-one aid has provided very positive results. The School is working on Ohio Department of Education assessments. The assessments will be completed by the September 20th.

The School will also have visits from a Speech Therapist and intervention psychologist.

The parents are embracing the School's culture. The School is using an interactive app, Classroom Dojo. The app allows for instant updates on a student and instant feedback from the parent. Parents also receive a weekly call from the School to notify them of events. The School will hold a Fall Festival for current and new families.

Ms. O'Bryan provided the Superintendent's Residency Verification Update. There are approximately 45 enrolled in the School. There are no flags or issues to report.

b. Sponsor Report (Charter School Specialists)

Ms. Kerry Jupina gave the Sponsor Report. A discussion was had regarding the September 2019 Sponsor Connection and the At-A-Glance Report. Charter School

Specialists held a compliance seminar, which was recorded. The compliance seminar is available for review online. Charter School Specialists is an advocate of Community Schools.

c. Treasurer Report (Massa Financial)

Dave Massa gave the Treasurer Report. No revenue is coming into the School yet. The funding will be retroactive and adjusted in October.

Board members reviewed the July Financial Statement. A discussion was had. Upon Motion duly made by Mr. Petrea to accept the July Financial Statement 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>
Sean Herod			<i>Not present</i>
Mary Galinas	X		
Jonathan Petrea	X		
Mark Sanzotta	X		
Diane Faehnrich, Chairwoman	X		

Board members reviewed the August Financial Statement. A discussion was had. Upon Motion duly made by Mr. Petrea to accept the August Financial Statement without amendment, seconded by Mrs. Galinas, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	OTHER <i>(Absent, Abstain, Etc.)</i>
Sean Herod			<i>Not present</i>
Mary Galinas	X		
Jonathan Petrea	X		
Mark Sanzotta	X		
Diane Faehnrich, Chairwoman	X		

d. Legal Update (Callender Law Group)

The Board members who attended the Callender Law Group Sunshine/Public Records Training held on August 25, 2019 received their Board Training Certificates. A discussion was had regarding the Annual Conflict of Interest and Disclosure Forms.

4. Old Business

Board member Sean Herod will be off the Board once a fifth Board member is identified and meets the criteria for Board service and is approved by the Sponsor.

5. New Business

a Resolution, Adoption/Approval of Minutes, September 9, 2019 Board Meeting

The minutes from the September 9, 2019 Board meeting were brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Mr. Petrea to adopt the minutes from the September 9, 2019 Board meeting without amendment, seconded by Mrs. Galinas, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	OTHER <i>(Absent, Abstain, Etc.)</i>
Sean Herod			<i>Not present</i>
Mary Galinas	X		
Jonathan Petrea	X		
Mark Sanzotta	X		
Diane Faehnrich, Chairwoman	X		

b Resolution, Adoption/Approval of Conflict of Interest Policy 2019/2020 Academic Year

The Conflict of Interest Policy 2019/2020 Academic Year was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Mr. Petrea to adopt the Conflict of Interest Policy 2019/2020 Academic Year without amendment, seconded by Mrs. Galinas, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	OTHER <i>(Absent, Abstain, Etc.)</i>
Sean Herod			<i>Not present</i>
Mary Galinas	X		
Jonathan Petrea	X		
Mark Sanzotta	X		
Diane Faehnrich, Chairwoman	X		

c Resolution, Adoption/Approval of Racial & Ethnic Balance Policy/Plan

The Racial & Ethnic Balance Policy/Plan was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Mr. Petrea to adopt the Racial & Ethnic Balance Policy/Plan without amendment, seconded by Mr. Sanzotta, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	OTHER (Absent, Abstain, Etc.)
Sean Herod			<i>Not present</i>
Mary Galinas	X		
Jonathan Petrea	X		
Mark Sanzotta	X		
Diane Faehnrich, Chairwoman	X		

d Resolution, Affirmation of Health & Safety Policies Review (annual)

The Affirmation of the School Health & Safety Policies were brought forward for review by the Board. A discussion was had. The Health & Safety Policies in the review as follows:

400 GENERAL HEALTH AND WELFARE

- 401 Health Services
- 402 Use of Medications Policy
- 403 Use of Inhaler/Epinephrine Autoinjector
- 404 Health Examinations and Immunizations
- 405 Emergency Medical Procedures
- 406 Emergency Medical Authorization
- 407 Control of Communicable Diseases
- 408 Prevention and Control of Non-Casual-Contact Communicable Diseases
- 409 Control of Blood-Borne Pathogens
- 410 Head Lice Infestation
- 411 Infectious Disease Policy
- 412 Protective Eyewear Policy
- 413 Food Allergy Policy
- 414 AIDS Policy
- 415 Diabetes Care Policy

420 PERSONAL SAFETY

- 421 Dangerous Weapons
- 422 Public Conduct on School Property
- 423 Facility Security
- 424 Emergency Preparedness and Evacuation
- 425 Use of Equipment
- 426 Accidents to Students
- 427 Visitors, Volunteers and Guests

- 428 Bomb Threat Procedures
- 429 Crisis Media Situations

440 ENVIRONMENTAL HEALTH AND SAFETY

- 441 OSHA Compliance/Risk Reduction Programs
- 442 Property, Equipment and Supplies
- 443 Hazard Communication Program
- 444 Toxic Hazards and Asbestos Hazards
- 445 OSHA Regulations Exposure Control Plan
- 446 Prevention of Lead Poisoning
- 447 School Safety Plan
- 448 Pesticide Use Policy

450 FOOD SAFETY

- 451 Food Services
- 452 Free and Reduced Price Meals

Upon Motion duly made by Mr. Petrea to affirm the Health & Safety Policies Review 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>
Sean Herod			<i>Not present</i>
Mary Galinas	X		
Jonathan Petrea	X		
Mark Sanzotta	X		
Diane Faehnrich, Chairwoman	X		

e Resolution, Affirm Review of Wellness Policy (annual)

The Wellness Policy was brought forward for review and affirmation by the Board. A discussion was had. Upon Motion duly made by Mr. Petrea to affirm the Wellness Policy 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>
Sean Herod			<i>Not present</i>
Mary Galinas	X		
Jonathan Petrea	X		
Mark Sanzotta	X		
Diane Faehnrich, Chairwoman	X		

f Resolution, Affirm Career Advising Policy/Career and College Readiness (annual)
 The Career Advising Policy/Career and College Readiness was brought forward for review (annual) by the Board. A discussion was had. Upon Motion duly made by Mr. Petrea to affirm the Career Advising Policy/Career and College Readiness without amendment, seconded by Mr. Sanzotta, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	OTHER (Absent, Abstain, Etc.)
Sean Herod			<i>Not present</i>
Mary Galinas	X		
Jonathan Petrea	X		
Mark Sanzotta	X		
Diane Faehrich, Chairwoman	X		

6. Open Discussion

Ms. Galinas commented the cooling/fan system was very loud. Mrs. Galinas was concerned it may affect the student's ability to hear their lessons. Ms. O'Bryan and Mrs. Copen assured the Board the cooling/fan system did not affect classroom instruction. The room was only used for the student's lunchtime.

Emmanuel Christian Assembly is assisting the School by providing furniture and clothing for a homeless student. The Church is a Thanksgiving & Christmas partner with the School. The Church is also providing backpacks of school supplies to the students.

The Board will send a "Thank You" to the Youth Pastor at Emmanuel Christian Assembly. The Pastor brought a \$30 Wal-Mart Gift Card for each teacher for classroom supplies.

7. Date/time and location for next meeting

The next meeting of the governing board of Parma Academy is scheduled for **Monday, October 14, 2019 at 6:00 p.m. Eastern at 12925 Corporate Drive, Parma 44130.** *The Public Hearing, Standardized Test Preparation Time Limit/Waiver Application on the agenda.*

8. Adjournment

There being no further business to come before the Board, upon Motion duly made by Mr. Petrea to adjourn the September 9, 2019 Board meeting of Parma Academy, seconded by Mrs. Galinas, the Motion passed by unanimous affirmative vote of members present. The meeting adjourned at 6:42 p.m.

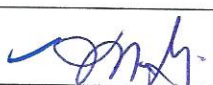


Roll Call Board Member	AYE	NAY	OTHER <i>(Absent, Abstain, Etc.)</i>
Sean Herod			<i>Not present</i>
Mary Galinas	✓		
Jonathon Petrea	✓		
Mark Sanzotta	✓		
Diane Faehrich, Chairwoman	✓		

APPROVAL AND ADOPTION OF MINUTES

Motion to approve and adopt minutes of the September 9, 2019, Regular Board

Meeting of Parma Academy, with / without amendments, made by

MS. GALINAS, seconded by MR. SANZOTTA.

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

Adopted by a vote of the Board on this 14th day of OCTOBER, 2019.



*Diane Faehnrich, Chairwoman
Parma Academy*