

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

BOARD MEETING
MINUTES

Parma Academy (the "School") held a Regular Board Meeting (the "meeting") on July 12, 2021.

Board Members in Attendance:

Diane Faehnrich, Chairwoman, arrived 6:17 p.m.
Kimberly Bartlett, Vice Chairwoman, arrived 6:05 p.m.
Jonathan Petrea, Treasurer
Mark Sanzotta, Secretary
Mary Galinas, Board Member

Guests in Attendance:

Sarah O'Bryan, Associate Director of School Accountability, ACCEL Schools
Lesley Gillen, Fiscal Officer, Massa Financial Solutions
Susan Scarponi, Sponsor Representative, Charter School Specialists
Anne Trakas, Sr. Board Services Manager, Callender Law Group
Mike Garcar, Associate, Callender Law Group

1. Sign-in / A Call to order

The Meeting was called to order at 6:03 p.m. by Board Treasurer Petrea.

2. Roll Call of Members Present

Member Petrea asked for a roll call of members. Members Galinas, Sanzotta, and Petrea in attendance. A quorum was present for the meeting.

3. Review/Acceptance of Agenda

Board members reviewed the meeting agenda. Upon Motion duly made by Member Sanzotta to accept the agenda for the July 12, 2021 Board meeting without amendment, seconded by Member Galinas, 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			<i>Not present for vote</i>

4. Legal Update

a. Discussion, July Legal Update

Mr. Garcar noted the July Legal Update included in the meeting materials. The State Budget includes changes to the funding formula; Community Schools receive higher per pupil funding; including an increase in the line item for brick and mortar facilities.

b. Discussion, Annual Meeting

The Annual Meeting was discussed. Each July the Board will have an annual meeting to reappoint members who, according to the Bylaws, required reappointment, and elect Board officers for the academic year. The Board can nominate officers from the floor for each position, and a vote can be by voice or roll call.

c. Review of Policies

There were several annual policies on the agenda and are needed for compliance. The Community Schools Pooling Agreement is new. The agreement allows the sharing of staff, insurance, and certain services. The resolution maximizes property and services. The ESSER Fund Expenditures allows the School to expend funds in accordance with the approved budget. The Callender Law Group services agreement has an update in a few paragraphs. The Callender Law Group cannot represent the Board in front of the Legislature, as the principal member is a member of the Legislature.

Member Petrea asked to hear Reports and Updates until Chairwoman Faehnrich's arrival.

5. Reports and Updates

a. Operator Report

Ms. OBryan gave the Operator Report. The month is a slow one, and the staff is aggregating data. A report is expected for the next meeting. Enrollment is about 167 students; the budgeted enrollment is about 165, with a stretch goal of 190. The building is at capacity, and they have added a new office manager and two kindergarten teachers. There are three (3) positions to fill; one more kindergarten teacher, a Music teacher, and an in-house Intervention Specialist.

Member Galinas asked about the range of salaries. Ms. OBryan noted that salaries start at about \$35,000 to \$37,000 for candidates with no experience. A combination of experience, references and other factors are considered when making an offer to a candidate. Member Bartlett asked if teachers are required to be working on a Master's degree if they have a Bachelor's degree. Ms. OBryan noted this is not a requirement, and that ACCEL has tuition reimbursement.

An update on grants was given. The CSP Grant closed at the end of June; the entire \$190,000 was used to obtain curriculum, furnishings, etc. ESSER funds were discussed; they are exploring with a contractor the expansion of student restrooms.

The addition of a two-classroom modular unit was discussed. The School does not own the current building, and it would cost about \$1.2 million to purchase, and about \$1.3 to build out. It appears to be more feasible to have a modular unit instead. About ten or eleven classrooms are needed; there is currently 3 Kindergarten, 1 Early Kindergarten, 2 First Grade, 1 Second Grade, 1

Third Grade, and one combined Fourth/Fifth Grade classroom. They would like to have Parma Academy to be a Kindergarten through Grade 5 school. Member Bartlett asked where students might attend Middle School. Ms. OBryan noted that West Park Academy is close by, and that there are about seventeen (17) schools in the network. There is a high satisfaction rate with the School, and they would like to have students stay within the network.

Discussion, Superintendent's Residency Verification Update

Ms. OBryan noted that numbers remain unchanged from the previous month. There were no reported residency disputes.

The adoption/approval of the Operator Report/Monthly Residency Verification Update was brought forward for consideration by the Board. Upon Motion duly made by Member Sanzotta to adopt the Operator Report/Monthly Residency Verification Update without amendment, seconded by Member Galinas, 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 Faehrich, Chairwoman	✓		

b. Sponsor Report (Charter School Specialists)

Ms. Scarponi gave the Sponsor Report. There was discussion about Professional Development suggestions. One school is offering a three-day Behavioral Management Workshop; ESSER funds can be used for the registration fee.

Discussion continued about in-person instruction; some students and families may have difficulties participating in in-person instruction. There was discussion about the challenges in teaching students.

c. Treasurer Report (Massa Financial)

i. Discussion, June 2021 Financial Statement

Ms. Gillen gave the Treasurer Report. The June 2021 financial statements were included in the meeting materials. FTEs were about 144 for the month of June. Net income for the School is about \$40,000, and year-to-date \$17,000. The School received an additional allocation of funds IDEA funds.

ii. Discussion, ESSER Funding Update

Ms. Gillen discussed the ESSER Funding summary included in the meeting materials. ESSER I funds were spend, and for ESSER II, about 75% toward purchased services. They are working with School leaders and ACCEL to budget the ESSER III allocation.

Mr. Petrea asked to continue with the Board reappointment and officer appointments.

6. Annual Meeting

a. Re-Appointment of Board Member

The reappointment of Mark Sanzotta was brought forward for consideration by the Board. The appointment would be for a three-year term. Upon Motion duly made by Member Galinas to appoint Mark Sanzotta to serve a three-year term on the Board of Parma Academy, seconded by Member 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	✓		

b. Board Officer Election, 2021/2022 Academic Year

- *Vice Chair*

Upon Motion duly made by Member Faehnrich to nominate Kimberly Bartlett to serve as Vice Chair of Parma Academy, seconded by Member 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	✓		

- *Treasurer*

Upon Motion duly made by Member Galinas to nominate Jonathan Petrea to serve as Treasurer of Parma Academy, seconded by Member 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	✓		

- *Secretary*

Upon Motion duly made by Member Galinas to nominate Mark Sanzotta to serve as Secretary of Parma Academy, seconded by Member 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	✓		

- *Chair*

Upon Motion duly made by Member Faehnrich to nominate herself to serve as Chair of Parma Academy, seconded by Member 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	✓		

The acceptance of the Treasurer Report was brought forward for consideration by the Board. Upon Motion duly made by Member Bartlett to accept the Treasurer Report without amendment, seconded by Member 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 Faehrich, Chairwoman	✓		

7. Committee Reports, if submitted

- a. *Executive Committee—none*
- b. *Audit & Finance Committee—none*
- c. *CSP Grant Update—discussed during the Operator Report*

8. Old Business

No Old Business to discuss.

9. New Business

a. Resolution, Adoption/Approval of Minutes, June 14, 2021 Board Meeting

The minutes from the June 14, 2021 Board meeting were brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Member Sanzotta to adopt the minutes of the June 14, 2021 Regular Board meeting without amendment, seconded by Member 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 Faehrich, Chairwoman	✓		

b. Resolution, Adoption/Approval of School Visitor Policy, 2021/2022 Academic Year

The School Visitor Policy for the 2021/2022 Academic Year was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member Sanzotta to adopt the School Visitor Policy for the 2021/2022 Academic Year without amendment, seconded by Member 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 of Parent/Family/Caregiver Engagement Policy & Plan, 2021/2022 Academic Year

The Parent/Family/Caregiver Engagement Policy & Plan for the 2021/2022 Academic Year was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member Sanzotta to adopt the Parent/Family/Caregiver Engagement Policy & Plan for the 2021/2022 Academic Year without amendment, seconded by Member 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, Adoption/Approval of Academic Prevention/Intervention Policy, 2021/2022 Academic Year

The Academic Prevention and Intervention Policy for the 2021/2022 Academic Year was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member Sanzotta to adopt the Academic Prevention and Intervention Policy for the 2021/2022 Academic Year without amendment, seconded by Member 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 Community School Pooling Agreement

The Community School Pooling Agreement was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member Sanzotta to adopt the Community School Pooling Agreement without amendment, seconded by Member 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	✓		

f. Resolution, Adoption/Approval of Elementary and Secondary School Emergency Relief Fund Expenditures

The resolution, Elementary and Secondary School Emergency Relief Fund Expenditures was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member Sanzotta to adopt the Elementary and Secondary School Emergency Relief Fund Expenditures resolution without amendment, seconded by Member 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	✓		

g. Resolution, Adoption/Approval of Legal Engagement Letter (update)

The Legal Engagement Letter with Callender Law Group was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member Sanzotta to adopt the Legal Engagement Letter with Callender Law Group without amendment, seconded by Member 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	✓		

10. Open Discussion/Public Comment

None.

11. Date/time and location for next meeting

The next meeting of the governing board of Parma Academy is scheduled for **Monday, August 9, 2021 at 6:00 p.m.** at Parma Academy, 12925 Corporate Drive, Parma 44130.

12. Adjournment

There being no further business to come before the Board, upon Motion duly made by Member Sanzotta to adjourn the July 12, 2021 Board meeting of Parma Academy, seconded by Member Galinas, the Motion passed by unanimous affirmative vote. The meeting adjourned at 6:34 p.m.





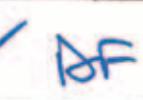
Roll Call Board Member	AYE	NAY	OTHER <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathon Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

APPROVAL AND ADOPTION OF MINUTES

Motion to approve and adopt minutes of the July 12, 2021 Regular Board Meeting of

Parma Academy, with (7) without amendments, made by MEMBER PETREA

seconded by MEMBER SANZOTTA.

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

Adopted by a vote of the Board on this 9th day of August, 2021.



*Diane Faehrich, Chairwoman
Parma Academy*