

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

BOARD MEETING
MINUTES

Parma Academy (the "School") held a Regular Board Meeting (the "meeting") on August 9, 2021.

Board Members in Attendance:

Diane Faehnrich, Chairwoman
Kimberly Bartlett, Vice Chairwoman
Jonathan Petrea, Treasurer
Mark Sanzotta, Secretary
Mary Galinas, Board Member

Guests in Attendance:

Sarah OBryan, Assoc. Director, School Accountability, ACCEL Schools, via conference line
Wendy Copen, Principal, Parma Academy
Dave Massa, Fiscal Officer, Massa Financial Solutions, via conference line
Kerry Jupina, Sponsor Representative, Charter School Specialists
Anne Trakas, Sr. Board Services Manager, Callender Law Group
Mike Garcar, Associate, Callender Law Group, via conference line
Mrs. Kemp, Teacher, Second Grade
Emma Garver, Teacher, First Grade
Jordan Paine, Teacher, Early Kindergarten
Chrissey Baranek, Teacher, Grades 4/5
Hannah Bergstrom, Enrichment Teacher
Samantha Hager, Teacher, First Grade
Lilly Stephens, Teacher, Third Grade

1. Sign-in / A Call to order

The Meeting was called to order at 6:00 p.m. by Chairwoman Faehnrich.

2. Roll Call of Members Present

Chairwoman Faehnrich asked for a roll call of members. A quorum present; all members in attendance for the meeting.

3. Review/Acceptance of Agenda

Board members reviewed the meeting agenda. Member Petrea moved to amend the agenda to add item 'h' under New Business, Ratification of Modular Lease Agreement, seconded by Member Galinas. Upon Motion duly made by Member Sanzotta to accept the agenda for the August 9, 2021 Board meeting as amended, 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	✓		

4. Discussion, Revised Safe Return of In-Person Instruction and Continuity of Services Plan

a. Public Comment

Mr. Garcar provided an update. Since the Plan was adopted in June, there was updated guidance provided from the Ohio Department of Education (ODE) and the Center for Disease Control (CDC). The amendment to the plan includes that schools cannot discriminate between vaccinated and non-vaccinated. It is recommended that the Board adopt the plan.

No public comment was offered.

5. Reports and Updates

a. Operator Report

Ms. Copen gave the Operator Report. There are about 16 Kindergarteners; early Kindergarten assessments are underway. There is a wait list for Kindergarten and First Grade. About five (5) new teachers has been hired, and Grace Stephens has been hired as the new office manager. Each teacher has been asked to have a theme for 'Life is a Journey' for the school. The teachers, the respective grade level, and theme were noted. Ms. Doyle (Early Kindergarten, Outer Space) and Ms. McCafferty (Kindergarten, Ocean) were unable to attend the meeting. Jordan Paine (Kindergarten, the Beach), Emma Garver (First Grade, Mountains), Mrs. Kemp (Second Grade, Country), Samantha Hager (First Grade, 'Where the Wild Things Are'), Chrissey Baranak (4th/5th Grade split, the Desert), Hannah Bergstrom (Enrichment Teacher—Art, Music, Spanish, 'Under the Sea'), and Lilly Stephens (Third Grade, Camping) were introduced to the Board. Three aides are on staff for the year—two are returning, one is new to the School. There is one Intervention Specialist on staff.

Conversation continued regarding enrollment. Current enrollment is at about 180, with the cap for the building at 190. An Open House is scheduled for August 16th from 5:30 pm. to 7:00 p.m. Right now, the School can only take in 2nd, 3rd, 4th, and 5th grade students, as Kindergarten and 1st grade classrooms are full. The Modular unit should be delivered within two (2) weeks. Member Bartlett asked about the need for English as a Second Language instruction. Currently, there does not appear to be a need for this; there are a few bilingual students. Mr. Petrea noted he was pleased to see so many new teachers. He asked about the role of the enrichment teacher. Each class would have about 30 minutes every day in Art, Music and Movement, social skills, affirmations, and learning activities.

Ms. Copen continued with discussion on school activities. The first calls went out last night to families. Some uniform items were donated by parents; black or khaki bottoms, and white or

black polos. The Backpack program is still going on.

Annex Update

There was discussion about requirements for Opening Assurances. The fence quote included in the meeting materials includes removal of the fence to allow for installation of the modular unit, then re-installing the fence. Final permitting from the vendor is pending; electrical and fire inspections will follow. It is expected to come together rapidly once the unit is delivered. A site visit with the Sponsor is required.

Discussion, Superintendent's Residency Verification Update

Numbers remain unchanged from the previous month. The School is close to the stretch goal of 190 students.

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 Petrea to adopt the Operator Report/Monthly Residency Verification Update without amendment, seconded by Member 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. Jupina gave the Sponsor Report. There was discussion about Sponsor Connection included in the meeting materials. The budget bill contained changes to transportation; schools cannot use mass transit to transport students. Ms. Copen noted that Parma is busing this year, and Parma is working on this right now. Ms. Jupina noted that the Board must approve initial bus routes. Bus routes will be on a future agenda.

The At-A-Glance report and Fiscal Review Letter were included in the meeting materials. Board members were encouraged to review the reports and forward any questions.

c. Treasurer Report (Massa Financial)

i. Discussion, June 2021 Financial Statement

Mr. Massa gave the Treasurer Report. The July is the first month of the new fiscal year. Funding for the School is held at the June 2021 level until the 'true-up' in October. The School is funded at about 113 FTEs. There was positive comment about the increase in enrollment.

Conversation continued regarding the budget bill. A new state funding formula will be implemented. The new formula is a variable based funding formula. Community schools are guaranteed no lower funding for this year. There is an increase in facilities funding per pupil from \$250 to \$500 per pupil.

ii. Discussion, ESSER Funding Update

Mr. Massa discussed the ESSER Funding summary included in the meeting materials. ESSER I funds were spend, and they are into the second round of funding (ESSER II). This will be expended before going into ESSER III spending.

The acceptance of the Treasurer Report was brought forward for consideration by the Board. Upon Motion duly made by Member Sanzotta to adopt the Treasurer Report as presented, 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. Legal Update

Mr. Garcar provided the Legal Update. The August Legal Update in the meeting materials addresses information in the State budget. There was a brief review of resolutions on the agenda. The Board must affirm the Homeless Student Policy in place, and this is annual. The Conflict of Interest Policy, forms and the Discosure forms are annual. The new Ohio Teacher Evaluation System, OTES 2.0, implementation was delayed a year due to COVID. The resolution for Annex Preparation approves the quote for removal and installation of the fence, and allows the Chair to enter into an agreement for electrical work. The Modular Lease is on the agenda for ratification.

6. Committee Reports, if submitted

- a. Executive Committee—none*
- b. Audit & Finance Committee—none*
- c. CSP Grant Update—no update*

7. Old Business

No Old Business to discuss.

8. New Business

a. Resolution, Adoption/Approval of Minutes, July 12, 2021 Board Meeting

The minutes from the July 12, 2021 Board meeting were brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Member Petrea to adopt the minutes of the July 12, 2021 Regular Board meeting without amendment, seconded by Member 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 Minutes, July 21, 2021 Special Board Meeting

The minutes from the July 21, 2021 Special Board Meeting was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Member Petrea to adopt the Minutes from the July 21, 2021 Special Board Meeting without amendment, seconded by Member 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	✓		

c. Resolution, Adoption/Approval of Revised Safe Return of In-Person Instruction and Continuity of Services Plan

The Revised Safe Return of In-Person Instruction and Continuity of Services Plan was brought forward for consideration by the Board. A discussion was had earlier in the meeting. Upon Motion duly made by Member Petrea to adopt the Revised Safe Return of In-Person Instruction and Continuity of Services Plan without amendment, seconded by Member 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	✓		

d. Resolution, Affirmation of Homeless Student Policy, 2021/2022 Academic Year

The Homeless Student Policy Affirmation 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 Petrea to affirm the Homeless Student Policy for the 2021/2022 Academic Year without amendment, seconded by Member 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	✓		

e. Resolution, Adoption/Approval of Conflict of Interest Policy, 2021/2022 Academic Year

The Conflict of Interest 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 Petrea to adopt the Conflict of Interest Policy for the 2021/2022 Academic Year without amendment, seconded by Member 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	✓		

f. Resolution, Adoption/Approval of Implementation of OTES 2.0

The resolution, Implementation of OTES 2.0 was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member Petrea to adopt the resolution, Implementation of OTES 2.0 without amendment, seconded by Member 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	✓		

g. Resolution, Adoption/Approval of Modular Classroom Annex Preparation

The resolution, Modular Classroom Annex Preparation was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member Petrea to adopt the resolution, Modular Classroom Annex Preparation without amendment, seconded by Member 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	✓		

h. Resolution, Adoption/Approval of Ratification of Modular Lease Agreement

The resolution, Ratification of Modular Lease Agreement was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member Petrea to adopt the resolution, Ratification of Modular Lease Agreement without amendment, seconded by Member 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	✓		

New Business items noted individually by Chairwoman Faehnrich.

9. Open Discussion/Public Comment

None.

10. Date/time and location for next meeting

The next meeting of the governing board of Parma Academy is scheduled for **Monday, September 13, 2021 at 6:00 p.m.** at Parma Academy, 12925 Corporate Drive, Parma 44130.

11. Adjournment

There being no further business to come before the Board, upon Motion duly made by Member Petrea to adjourn the August 9, 2021 Board meeting of Parma Academy, seconded by Member Galinas, the Motion passed by unanimous affirmative vote. The meeting adjourned at 6:29 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 9, 2021 Regular Board Meeting of

Parma Academy, with / without amendments, made by MR. PETREA

seconded by MEMBER GALINAS.

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

Adopted by a vote of the Board on this 13th day of SEPTEMBER, 2021.

Diane Faehnrich

*Diane Faehnrich, Chairwoman
Parma Academy*