

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

BOARD MEETING
MINUTES

Parma Academy (the "School") held a Regular Board Meeting (the "meeting") on September 13, 2021.

Board Members in Attendance:

Diane Faehnrich, Chairwoman
Kimberly Bartlett, Vice Chairwoman, arrived 6:03 p.m.
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
Lesley Gillen, Fiscal Officer Representative, Massa Financial Solutions, via conference line
Delores Junior, Sponsor Representative, Charter School Specialists
Anne Trakas, Sr. Board Services Manager, Callender Law Group
Mike Garcar, Associate, Callender Law Group
Tonya Kemp, Teacher, Second Grade
Christine Baranek, Teacher, Grades 4/5

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 was present for the meeting.

3. Review/Acceptance of Agenda

Board members reviewed the meeting agenda. Upon Motion duly made by Member Petrea to accept the agenda for the September 13, 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	✓		

4. Reports and Updates

a. Operator Report

Ms. Copen gave the Operator Report. iReady assessments should be completed by this Friday. The start of the year has been busy. A new chant for the School is recited in every classroom at 8:30 a.m. to start the day. Board Member Galinas made positive comments about the new cheer.

Discussion continued regarding staffing. A new Kindergarten has been hired, and two new aides. Sunday night calls to parents continue to keep them apprised of School activities. The Class Dojo is an app for parents and teachers to communicate. The modular unit is almost ready. There is a wait list for Kindergarten and pre-kindergarten. An interview with an Intervention Specialist is scheduled. TES is providing services now. IEP meetings with parents are underway, and they are in the process of determining if the IEPs are acceptable.

Conversation continued regarding transportation, including pick up and drop off, and number of buses; three Parma buses, and one community bus are used. Most student live more than one mile, but less than five miles away from the School. 'Cancer Awareness' is this Friday, and the wearing of the color gold is encouraged. The Fall Festival is scheduled for October 15th from 4:30 to 6:00 p.m. Activities for Fall Festival include face painting.

Discussion, Superintendent's Residency Verification Update

Ms. OBryan provide an update. The School has approximately 176 students enrolled; three are new for the month of August. All files are accounted for and there were no reported disputes.

The Board asked for a breakdown of the classes. Ms. Copen provided a brief overview. About 20 students are enrolled in pre-k; there are two (2) kindergarten classes of about 50 students total; 1st grade 'a' has 24 students, and 1st grade 'b' has about 21 students. There are about 13 in 4th grade, and about 5 students in 5th grade. There was discussion about pre-kindergarten vs. kindergarten.

There was an update on the Annex. There were a few snags on Friday; additional electrical work is needed. The fire system installers are awaiting a specific type of cable, and will reschedule the installation once it is delivered. There is no delivery date yet for the cable, so it could be at the end of the month. Opening Assurances must be scheduled 10 days prior to opening.

There was discussion about mask wearing. Masks are strongly encouraged, but not required. Thus far, there are no COVID infections to report; once the child is sick, he/she doesn't come back to school until well. Strep throat and upper respiratory infections are most common right now.

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 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	✓		

b. Sponsor Report (Charter School Specialists)

Ms. Junior gave the Sponsor Report. There was discussion about Sponsor Connection included in the meeting materials. There was discussion about bus transportation and practice evacuations of school buses. Vans can only be used for Special Ed or foster children. Ms. Junior reminded the Operator and Board that page one of the Sponsor Connection gives a summary of due dates for upcoming items; School Improvement Professional Development will be listed. Ms. Junior reminded the Operator of COVID notification protocol.

Ms. Junior continued with a discussion of HB 110 highlights, and noted some direct funding to charter schools for vouchers. Virtual meetings have not been extended. Ms. Junior asked about School credit card usage. Ms. Gillen noted that the School does not use a credit card. The School uses a PEX card, and there was an overview of the allowed usage for the PEX card. Ms. Junior gave a reminder that Nanette Sherman can be contacted with any questions about federal programs.

c. Treasurer Report (Massa Financial)

i. Discussion, August 2021 Financial Statement

Ms. Gillen gave the Treasurer Report. The August financial statement was included in the meeting materials. The School had a cash balance of about \$81,000, and accounts payable of about 571,000. The School was paid on about 114 FTEs for the month of August, and the funding will remain at that level until the October 'true-up' payment, when this will be adjusted to reflect the current enrollment.

ii. Discussion, ESSER Funding Update

Mr. Massa discussed the ESSER Funding summary included in the meeting materials. ESSER I funds were spent, and they are into the second round of funding (ESSER II). About 45% of these

funds have been expended. ESSER III funds have not yet been expended. Updates will continue as the funds are expended. Questions were encouraged.

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 (Absent, Abstain, Etc.)
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

d. Legal Update

Mr. Garcar provided the Legal Update. The September Legal Update was included in the meeting materials. There was a brief review of resolutions on the agenda. There are a few annual policies. The Ohio Revised Code (ORC) requires the Board to affirm that required Health and Safety policies are in place. The ORC also requires that the Board adopt a Career Advising Policy annually. The policy requires that the School implement grade-level examples of how school work relates to various careers, and requires that career advising be conducted with all students. The Amendment to the Attendance, Absence & Truancy Policy is a recent update that allows community school students who cannot attend school due to COVID or COVID exposure the ability to access school work remotely for a short period of time.

For the October meeting, Mr. Garcar noted that public hearings for IDEA Part B funds and Standardized Test Preparation Time Limit/Waiver Application will be on the agenda.

5. Committee Reports, if submitted

- a. Executive Committee—none*
- b. Audit & Finance Committee—none*
- c. CSP Grant Update—this item to be removed from agenda; this grant expired.*

6. Old Business

No Old Business to discuss.

7. New Business

- a. Resolution, Adoption/Approval of Minutes, August 9, 2021 Board Meeting*

The minutes from the August 9, 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 August 9, 2021 Regular Board meeting 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 Faehnrich, Chairwoman	✓		

b. Resolution, Adoption/Approval of Career Advising Policy, 2021/2022 Academic Year

The Career Advising 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 Career Advising 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 (Absent, Abstain, Etc.)
Kimberly Bartlett	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta	✓		
Diane Faehnrich, Chairwoman	✓		

c. Resolution, Adoption/Approval of Affirmation of Health & Safety Policies Review, 2021/2022 Academic Year

The Affirmation of the Health & Safety Policies Review was brought forward for consideration by the Board. A discussion was had during the Legal Update.

The list of Health and Safety policies include:

- Asthma Inhaler
- Bloodborne Pathogens Exposure
- Child Abuse Reporting
- Code of Conduct, Suspension, Expulsion and Permanent Exclusion
- Corporal Punishment
- Diabetes Care
- Eye Protective Devices
- Epinephrine Injector

Hand Washing
 Harassment Intimidation, Bullying & Title IX Policy
 Internet Safety Policy
 Immunization
 PBIS, Restraint & Seclusion
 Parent/Family/Caregiver Engagement Policy, 2021/2022 AY
 Peanut Food Allergy
 Pest Management
 Student Medication
 Wellness Policy

Upon Motion duly made by Member Petrea to adopt the Affirmation of Health & Safety Policies Review for the 2021/2022 Academic Year Plan 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, Amendment to Attendance, Absence and Truancy Policy, 2021/2022 Academic Year
 The Amendment to the Attendance, Absence, and Truancy Policy for the 2021/2022 Academic Year was brought forward for consideration by the Board. A discussion was had during the Legal Update. The update allows a small number of students to access school work remotely for a short period of time. Upon Motion duly made by Member Petrea to adopt the Amendment to the Attendance, Absence, and Truancy 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	✓		

8. Open Discussion/Public Comment

Board Member Galinas asked for input from the teachers. So far, the year is going well. Third, Fourth, and Fifth grade classes are conducted in the cafeteria. The building is noisy, but students and teachers are positive about the start of the school year.

9. Date/time and location for next meeting

The next meeting of the governing board of Parma Academy is scheduled for **Monday, October 11, 2021 at 6:00 p.m.** at Parma Academy, 12925 Corporate Drive, Parma 44130.

10. Adjournment

There being no further business to come before the Board, upon Motion duly made by Member Petrea to adjourn the September 13, 2021 Board meeting of Parma Academy, seconded by Member Sanzotta, the Motion passed by unanimous affirmative vote. The meeting adjourned at 6:39 p.m.

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

APPROVAL AND ADOPTION OF MINUTES

Motion to approve and adopt minutes of the September 13, 2021 Regular Board Meeting of

Parma Academy, with without amendments, made by MEMBER 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>MG</i>		
Jonathan Petrea	- <i>J.P.</i>		
Mark Sanzotta	- <i>[Signature]</i>		
Diane Faehrich, Chairwoman	- <i>DF</i>		

Adopted by a vote of the Board on this 11th day of OCTOBER, 2021.

Diane Faehrich

*Diane Faehrich, Chairwoman
Parma Academy*