

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

BOARD MEETING
MINUTES

Parma Academy (the “School”) held a Regular Board Meeting (the “meeting”) on January 10, 2022.

Board Members in Attendance:

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

Board Member not in Attendance:

Mark Sanzotta, Secretary

Guests in Attendance:

Sarah OBryan, Assoc. Director, School Accountability, ACCEL Schools
Wendy Copen, Principal, Parma Academy
Lesley Gillen, Fiscal Officer Representative, Massa Financial Solutions, via conference line
Dave Cash, Sponsor Representative, Charter School Specialists, via conference line
Anne Trakas, Sr. Board Services Manager, Callender Law Group
Mike Garcar, Associate, Callender Law Group
Lilly Stephens, 3rd Grade Teacher, Parma Academy
Jordan Paine, Kindergarten Teacher, Parma Academy
Samantha Hagar., 1st Grade Teacher, Parma Academy
Maura Weseling, Intervention Specialist, Parma Academy
Aareon Cloud, Aide, Parma Academy
Tonya Kemp, 2nd Grade Teacher, Parma Academy
Hannah Bergstrom, Enrichment, Parma Academy
Jessika Straub, Kindergarten Teacher, Parma Academy
Christine Baranek, 4th/5th Grade Teacher, Parma Academy
Parents and students of Parma Academy

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; four members present.

3. Review/Acceptance of Agenda

Board members reviewed the meeting agenda. Upon Motion duly made by Member Bartlett to accept the agenda for the January 10, 2022 Board meeting without amendment, seconded by Member Galinas the Motion passed by common consent.

4. Public Hearing, Peanut and Food Allergy Policy

Member Galinas read the Notice of Hearing into the record. No public comment offered. The Hearing was closed.

5. Reports and Updates

a. School Report

Ms. Copen gave the School Report. The Student of the Month awards were presented to the Board.

Ms. Copen introduced Ms. Berkstrom to the Board as the Enrichment Teacher. Ms. Wesley joined the staff as an Intervention Specialist. She was unable to attend the Board meeting.

Students of the Month were recognized by the classroom teacher. Aspects of student action, behavior, or improvement that qualified the student to be recognized as a Panda of the Month were noted.

iReady testing was discussed. About 97% of students completed testing by January 10th. The goal of students tested by January 21st is 95%, so the School is ahead of goal. Mid-Year iReady assessment results will be reviewed.

Conversation continued regarding School activities. There was a Who-ville dress up, and winners received treats. There was a Santa visit, and Polar Express theme. Parents are invited to all student parties. The parents are very involved. Sunday Night calls continue to keep families informed.

The Grand Panda event was rescheduled from November. There were 200 attendees. An Open House is scheduled for January 27th, as re-enrollment begins. Area Day Care centers will be notified.

Enrollment is approximately 169 students. Two (2) students may be moved to online learning upon request of the parents. An Instructional Aide has been hired. The Board asked if there was a bathroom in the modular unit. Currently, the 3rd Grade and 4/5th Grade occupy the two classrooms in the modular unit, and the bathrooms are located in the main building. Bathroom visits were discussed.

Discussion continued regarding student progress. Reading is going well. There are gaps in Math, due to COVID.

b. Management Company Report

i. Annual Report on Nutritional Standards

ii. – iii. Discussion, Superintendent’s Residency Verification Update

Ms. OBryan provide an update. The Residency Verification Reports were provided for November and December of 2021. For November, there were three (3) new students, three (3) new proofs of residency, and no disputes. For December, there were no new students, three (3) records reviewed, no new proofs of residency and no disputes.

Annual Report on Nutritional Standards

Ms. OBryan noted that the report was included in the meeting materials.

Semi-Annual Harassment, Intimidation & Bullying Report

Ms. OBryan noted there were no incidents of Harassment, Intimidation & Bullying from July through December of 2021.

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 Bartlett to adopt the Operator Report/Monthly Residency Verification Update without amendment, seconded by Member Petrea, the Motion passed by unanimous affirmative vote of members present.

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

b. Sponsor Report (Charter School Specialists)

Mr. Cash gave the Sponsor Report.

Discussion, 2020/2021 School Annual Report

Mr. Cash noted that a high-stakes review would be at the end of the term of the lease. The typical length of sponsor contract is 5 years. The reviews by the Sponsor are to make sure the School is meeting goals. There was no report card due to COVID. Mr. Cash looks forward to having a robust report in following reports.

The December 2021 and January 2022 At-A-Glance reports were included in the meeting materials. The Board was encouraged to review them and the Sponsor Connections.

c. Treasurer Report (Massa Financial)

i. Discussion, November and December 2021 Financial Statements

Ms. Gillen gave the Treasurer Report. The November and December 2021 financial statements

were included in the meeting materials. As the December financial statement is cumulative, the report focused on the December statement. The School ended the month with a cash balance of about \$95,000 and net income of about \$128,000. The School was paid on about 172 FTEs for the month of November, and about 168 FTEs for the month of December. There were no issues noted in the Audit.

ii. Discussion, ESSER Funding Update

There was discussion of ESSER funding. The ESSER I allocation has been fully spent, ESSER II is about 90% spent, and none of the ESSER III funds have been spent. ESSER II funds were re-allocated. The new funding formula was discussed. Some increase was seen, which will be reported at the next Board meeting.

The acceptance of the Treasurer Report was brought forward for consideration by the Board. Upon Motion duly made by Member Petrea to adopt the Treasurer Report as presented, seconded by Member Bartlett, the Motion passed by unanimous affirmative vote of members present.

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

d. Legal Update

Mr. Garcar provided the Legal Update. The January/February Legal Update was included in the meeting materials. A review of the items in the Legal Update was given.

There was a discussion of the resolutions on the agenda. The Substitute Teacher Requirements are effective for this academic year only. Schools may hire non-degreed persons who are of good moral character and have passed a background check. The Remote Learning/Blended Learning allows the School to take a cohort or entire school online if needed. Board adoption of the resolution is required, and there is also a resolution for Sponsor contract modification and declaration. There was a change in law that requires schools to offer an opportunity for public comment on the Peanut and Food Allergy. There is no change to the current policy; there was a Public Hearing and an opportunity for public comment earlier in the meeting. The Staff Training Requirements outline staff training that includes substance abuse, school safety, and violence prevention.

6. Committee Reports, if submitted

- a. Executive Committee—none*
- b. Audit & Finance Committee—none*

7. Old Business

No Old Business to discuss.

8. New Business

a. Resolution, Adoption/Approval of Minutes, January 10, 2022 Board Meeting

The minutes from the January 10, 2022 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 January 10, 2022 Regular 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	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta			<i>Not present</i>
Diane Faehnrich, Chairwoman	✓		

b. Resolution, Adoption/Approval of Substitute Teacher Requirements, 2021/2022 Academic Year

The resolution, Substitute Teacher Requirements 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 Substitute Teacher Requirements for the 2021/2022 Academic Year 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	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta			<i>Not present</i>
Diane Faehnrich, Chairwoman	✓		

c. Resolution, Adoption/Approval of Remote Learning & Blended Learning, 2021/2022 Academic Year

The resolution for Remote Learning & Blended Learning 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 Remote Learning & Blended Learning for the 2021/2022 Academic Year 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	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta			<i>Not present</i>
Diane Faehnrich, Chairwoman	✓		

d. Resolution, Adoption/Approval of Peanut and Food Allergy Policy

The Peanut and Food Allergy Policy 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 Peanut and Food Allergy Policy 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	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta			<i>Not present</i>
Diane Faehnrich, Chairwoman	✓		

e. Resolution, Adoption/Approval of School Staff Training Requirements

The resolution, School Staff Training Requirements, 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 School Staff Training Requirements 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	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta			<i>Not present</i>
Diane Faehnrich, Chairwoman	✓		

f. Resolution, Adoption/Approval of Sponsor Contract Amendment

The Sponsor Contract Amendment 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 Sponsor Contract Amendment 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	✓		
Mary Galinas	✓		
Jonathan Petrea	✓		
Mark Sanzotta			<i>Not present</i>
Diane Faehnrich, Chairwoman	✓		

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, March 14, 2022 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 January 10, 2022 Board meeting of Parma Academy, seconded by Member Galinas, the Motion passed by unanimous affirmative vote of members present. The meeting adjourned at 6:44 p.m.

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

APPROVAL AND ADOPTION OF MINUTES

Motion to approve and adopt minutes of the January 10, 2022 Regular Board Meeting of

Parma Academy, with without amendments, made by MEMBER GALINAS

seconded by MEMBER PETREA.

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 14th day of MARCH, 2022.

Diane Faehnrich

Diane Faehnrich, Chairwoman
Parma Academy