

**Parma Academy**  
*(An Ohio Not-for-Profit Corporation)*  
**BOARD MEETING**

**MINUTES**

Parma Academy (the “School”) held a Regular Board Meeting (the “meeting”) on November 14, 2022 at 12925 Corporate Drive, Parma, 44130.

**Board Members in Attendance**

Kimberly Bartlett  
Mary Galinas  
Jonathan Petrea  
Mark Sanzotta  
Diane Faehnrich, Chairwoman

**Guests in Attendance:**

Anne Trakas, Sr. Board Services Manager, Callender Law Group  
Mike Garcar, Associate, Callender Law Group, via Zoom  
Wendy Copen, Regional Vice President, ACCEL Schools  
Audra Tipton, Associate Principal, Parma Academy  
Lesley Gillen, Fiscal Representative, Massa Financial Solutions, llc  
Andrea Dobbins, Sponsor Representative, Charter School Specialists  
Ed Oliveros, Guest  
Christine Baranek, teacher, Parma Academy  
Maura Weseling, Intervention Specialist, Parma Academy  
Jessika Straub, Kindergarten Teacher, Parma Academy  
Samantha Hager, First Grade Teacher, Parma Academy  
Emma Gaver, First Grade Teacher, Parma Academy  
Tonya Kemp, Second Grade Teacher, Parma Academy  
Rachael Dorsey, Early Kindergarten Teacher, Parma Academy  
Victoria Gurnuscion, Third Grade Teacher, Parma Academy  
Patricia Prytosik, Instructional Aide, Parma Academy  
Parents and Students of Parma Academy

**1. Sign-in / A Call to order**

Chairwoman Faehnrich called the meeting to order at 6:00 p.m.

**2. Roll Call of Members Present**

Chairwoman Faehnrich requested a roll call of Board members. The Chairwoman noted a quorum was present.

**3. Review/Acceptance of Agenda**

*Discussion, Adoption/Approval of Agenda, November 14, 2022 Board Meeting*

The Agenda for the November 14, 2022 Board Meeting were brought forward for consideration by the Board. Upon Motion duly made by Member Petrea to adopt the Agenda for the November 14, 2022 Board Meeting without amendment, seconded by Member Galinas, the Motion passed by unanimous affirmative vote.

<b>Board Member</b> <i>Name/Initials</i>	<b>AYE</b>	<b>NAY</b>	<b>OTHER</b> <i>(Not Present, Abstain, etc.)</i>
Kimberly Bartlett	X		
Mary Galinas	X		
Jonathan Petrea	X		
Mark Sanzotta	X		
Diane Faehnrich, Chairwoman	X		

**4. Reports and Updates**

**a. Head of School Report/Management Company Report (Ms. Copen/ACCEL Schools)**

**i. Head of School Report**

**1. Panda of the Month**

Ms. Copen gave the Head of School Report.

Enrollment was discussed. There are currently 191 students enrolled. Four (4) students are being evaluated for special education needs.

Pandas of the Month were introduced.

The Change Drive has ended and the Canned Food Drive has begun. The School held Trunk or Treat on October 30<sup>th</sup> and over 200 cars attended. They ran out of candy within one hour. 191 students attended and the event was open to the community and the daycare. This event is used as a contact point for promotion of the School.

The School held an anti-bullying week. An activity was scheduled for each day of the week for the students.

*Personnel Report*

Ms. Audra Tipton was introduced to the Board. Ms. Tipton is the Associate Principal and will be in training for one (1) year.

- ii. *Superintendent's Residency Verification Update*  
There were no issues or flags for FTEs.

**b. Sponsor Report (St. Aloysius-Charter School Specialists)**

- i. *Discussion, Fiscal Review Memo, September 2022*
- ii. *Discussion, At-A-Glance Report, November 2022*
- iii. *Discussion, Sponsor Connection, November 2022*

Ms. Dobbins gave the Sponsor Report.

The Sponsor Connection contains a legislative update.

The Ohio Department of Education provides a grant for students that fall in 300% of the poverty level for before and after school enrichment programs. Ms. Dobbins encouraged Ms. Copen to apply for the grant.

**c. Treasurer Report (Massa Financial Solutions)**

- i. *Discussion, October 2022 Financial Statements*
- ii. *Discussion, ESSER Funding Updates, September 2022*

Ms. Gillen provided the Treasurer Report. The October 2022 Financial Statement was brought forward for discussion. The School has a cash balance of just under \$196,000. The School was funded at 184 FTEs. The School's income YTD was \$50,000.

The School has used 100% of ESSER I and ESSER II. The School has spent just under 25% of ESSER III and has until 2024 to expend those funds.

Member Galinas inquired about the comparison from this year to last year. Ms. Gillen replied that an increase in enrollment yields an increase in income.

**d. Legal Update (Callender Law Group)**

- i. *October 2022 Legal Update*
- ii. *Discussion, Resolutions on the agenda*
- iii. *Operator Evaluation Form*

Mr. Garcar gave the Legal Update. The New Business items were reviewed.

**e. Adoption/Approval of Head of School Report/Management Company Report/Sponsor Report/Treasurer Report/Legal Update**

The School Report/Management Company Report/Sponsor Report/Treasurer Report/Legal Update were brought forward for consideration by the Board. Motion duly made by Member Sanzotta to adopt the School Report/Management Company Report/Sponsor Report/Treasurer Report/Legal Update without amendment, seconded by Member Petrea, the Motion passed by unanimous affirmative vote.

<b>Board Member</b> <i>Name/Initials</i>	<b>AYE</b>	<b>NAY</b>	<b>OTHER</b> <i>(Not Present, Abstain, etc.)</i>
Kimberly Bartlett	X		
Mary Galinas	X		
Jonathan Petrea	X		
Mark Sanzotta	X		
Diane Faehnrich, Chairwoman	X		

**5. Committee Reports, if submitted**

a. *Executive Committee*

b. *Audit & Finance Committee*

None.

**6. Old Business**

None.

**7. New Business**

a. *Discussion, Adoption/Approval of Minutes, October 10, 2022 Board Meeting*

The Minutes for the October 10, 2022 Board Meeting were 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 Minutes for the October 10, 2022 Board Meeting without amendment, seconded by Member Bartlett, the Motion passed by unanimous affirmative vote.

<b>Board Member</b> <i>Name/Initials</i>	<b>AYE</b>	<b>NAY</b>	<b>OTHER</b> <i>(Not Present, Abstain, etc.)</i>
Kimberly Bartlett	X		
Mary Galinas	X		
Jonathan Petrea	X		
Mark Sanzotta	X		
Diane Faehnrich, Chairwoman	X		

a. *Resolution, Adoption/Approval of New School Leader*

The New School Leader 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 New School Leader Resolution without amendment, seconded by Member Bartlett, the Motion passed by unanimous affirmative vote.

<b>Board Member</b> <i>Name/Initials</i>	<b>AYE</b>	<b>NAY</b>	<b>OTHER</b> <i>(Not Present, Abstain, etc.)</i>
Kimberly Bartlett	X		
Mary Galinas	X		
Jonathan Petrea	X		
Mark Sanzotta	X		
Diane Faehnrich, Chairwoman	X		

**8. Open Discussion/Public Comment**

None.

**9. Date/Time/Location of the Next Regular Board Meeting:**

***Monday, January 9, 2023, at 6:00 p.m. at 12925 Corporate Dr., Parma, 44130.***

**10. Adjournment**

There being no further business to come before the Board, upon Motion duly made by Member Petrea to adjourn the November 14, 2022, Board Meeting of Parma Academy, seconded by Member Galinas, the Motion to adjourn was approved by unanimous affirmative vote. The meeting was adjourned at 6:29 p.m.

<b>Board Member</b> <i>Name/Initials</i>	<b>AYE</b>	<b>NAY</b>	<b>OTHER</b> <i>(Not Present, Abstain, etc.)</i>
Kimberly Bartlett	X		
Mary Galinas	X		
Jonathan Petrea	X		
Mark Sanzotta	X		
Diane Faehnrich, Chairwoman	X		

**APPROVAL AND ADOPTION OF MINUTES**

Motion to approve and adopt minutes of the November 14, 2022 Regular Board Meeting

of Parma Academy, with without amendments, made by MEMBER PETREA

seconded by MEMBER GALINAS.

<b>Roll Call Board Member</b>	<b>AYE</b>	<b>NAY</b>	<b>OTHER</b> <i>(Absent, Abstain, Etc.)</i>
Kimberly Bartlett	-		
Mary Galinas	<i>Mary Galinas</i>		
Jonathan Petrea	<i>J.P.</i>		
Mark Sanzotta	-		<i>not present</i>
Diane Faehnrich, Chairwoman	<i>DF</i>		

Adopted by a vote of the Board on this 9th day of JANUARY, 2023.

*Diane Faehnrich*

*Diane Faehnrich, Chairwoman  
Parma Academy*