

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

MINUTES

Westlake Academy (the “School”) held a Regular Board Meeting (the “meeting”) on September 28, 2022 at Westlake Academy, 26830 Detroit Road, Westlake, 44145.

Board Members in Attendance:

Elizabeth Haavisto
Darvio Morrow
Danielle Munk, Board Secretary
Ed Oliveros, Board Treasurer
Greg Margevicius, Vice Chairman

Board Member not in Attendance:

Jonathan Petrea, Chairman

Guests in Attendance:

Anne Trakas, Senior Board Services Manager, Callender Law Group
Lesley Gillen, Massa Financial Solutions, via Zoom
Wendy Copen, Regional Vice President, ACCEL Schools
Jenn Heyman, Sponsor Representative, Charter School Specialists

1. Sign-in / A Call to order

Chairman Petrea not in attendance, Vice Chair Margevicius is the Chair of the meeting, and he called the meeting to order at 7:27 p.m.

2. Roll Call of Members Present

Chairman Margevicius requested a roll call of Board members. The Chairman noted a quorum was present.

3. Reports and Updates

a. Head of School/School/Operator Report (ACCEL Schools)

Ms. Copen gave the Head of School Report. Achievement was discussed. All iReady diagnostics and Kindergarten Readiness Assessments have been completed. A new director for the daycare will be hired, as the current director has resigned. Her last day is the first week of October. Ms. Copen will be available to support the School.

Outreach was discussed. There have been no issues with parents and the staff have been very nurturing to the students. Teachers are connecting with families on Class Dojo. Pictures can be uploaded so the parents can see, but it is a closed group so strangers cannot see pictures of the students. The September Dates to Remember was sent to parents at the end of August.

Enrollment was discussed. There are 26 students enrolled currently. School started on September 8th, and three (3) more students enrolled today.

Salesforce issues are rolling over to Power School but Ms. Copen believes this will be resolved soon.

The School will have their onsite review the week of October 10th.

b. Management Company Report (Ms. Copen)

Ms. Copen provided the Management Company Report. There are no current flags or disputes. All files are up-to-date.

c. Sponsor Report (Charter School Specialists)

i. At-a-Glance Report, September 2022

ii. Sponsor Connection, September 2022

iii. Fiscal Review Memo, August 2022

Ms. Heymann provided the Sponsor Report. The At-a-Glance report does not have much information. School visits will be put into the reports as the year progresses. The Sponsor Connection newsletter provides updates and each month there is an update on Federal Programs. Ms. Heymann said the School can still apply for the safety grant, but time is limited.

d. Treasurer Report (Massa Financial Solutions, LLC)

i. August 2022 2022 Financial Statements

ii. Discussion, Budget 2022/2023 and Five-Year Forecast

Ms. Gillen gave the Treasurer Report. She noted that funding is tied to enrollment and the School will begin to receive state funding in October. The School has a cash balance of around \$49,000. Beginning in October and moving forward, the Board will be able to see budget data. Ms. Gillen explained that a PEX Card is a pre-funded card that is used as a debit card so the School has some petty cash ability. Ms. Gillen also noted there will be a statement settlement regarding aged payables once the October payment comes through.

The documents covering the Budget for the 2022/2023 Academic Year and the Five-Year Forecast were brought forward for consideration by the Board. The assumption for FY 27 is an FTE of 74; and it will remain at 74 due to building restraints.

Chairman Margevicius asked about the reliability of receiving federal grant monies. Ms. Gillen noted that there are some different drivers, but there are certain categories that they know the School will qualify for. The School will see more in January.

e. Legal Update (Callender Law Group)

September Legal Update

Ms. Trakas gave the Legal Update. The New Business items were reviewed.

f. Approval of Reports and Updates; Head of School, Management Company, Sponsor, & Treasurer Reports, and Legal Update

The Approval of Reports and Updates was brought forward for consideration by the Board. Upon Motion duly made by Member Morrow to approve the Reports and Updates without amendment, seconded by Member Oliveros, the Motion passed by unanimous affirmative vote of members present.

Board Member <i>Name/Initials</i>	AYE	NAY	OTHER <i>(Not Present, Abstain, etc.)</i>
Elizabeth Haavisto	X		
Ed Oliveros	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Jonathan Petrea, Chairman			Not present

4. Old Business

None.

5. New Business

a. Discussion, Adoption/Approval of Minutes from the August 24, 2022 Board Meeting

The Minutes from the August 24, 2022 Board Meeting were brought forward for consideration by the Board. Upon Motion duly made by Member Oliveros to adopt the Minutes from the August 24, 2022 Board Meeting without amendment, seconded by Member Morrow, the Motion passed by unanimous affirmative vote of members present.

Board Member <i>Name/Initials</i>	AYE	NAY	OTHER <i>(Not Present, Abstain, etc.)</i>
Elizabeth Haavisto	X		
Ed Oliveros	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Jonathan Petrea, Chairman			Not present

b. Resolution, Adoption/Approval, Child Abuse Reporting Policy

The Child Abuse Reporting Policy was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member Oliveros to adopt the Child Abuse Reporting Policy without amendment, seconded by Member Morrow, the Motion passed by unanimous affirmative vote of members present.

Board Member <i>Name/Initials</i>	AYE	NAY	OTHER <i>(Not Present, Abstain, etc.)</i>
Elizabeth Haavisto	X		
Ed Oliveros	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Jonathan Petrea, Chairman			Not present

c. Resolution, Adoption/Approval of Health & Safety Policies Review, 2022/2023 Academic Year

The Health & Safety Policies Review for the 2022/2023 Academic Year was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member Oliveros to adopt the Health & Safety Policies Review for the 2022/2023 Academic Year without amendment, seconded by Member Morrow, the Motion passed by unanimous affirmative vote of members present.

Board Member <i>Name/Initials</i>	AYE	NAY	OTHER <i>(Not Present, Abstain, etc.)</i>
Elizabeth Haavisto	X		
Ed Oliveros	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Jonathan Petrea, Chairman			Not present

d. Resolution, Adoption/Approval of Budget, 2022/2023 Academic Year

The Budget for the 2022/2023 Academic Year was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member Oliveros to adopt the Budget for the 2022/2023 Academic Year without amendment, seconded by Member Morrow, the Motion passed by unanimous affirmative vote of members present.

Board Member <i>Name/Initials</i>	AYE	NAY	OTHER <i>(Not Present, Abstain, etc.)</i>
Elizabeth Haavisto	X		
Ed Oliveros	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Jonathan Petrea, Chairman			Not present

e. Resolution, Adoption/Approval of Five-Year Forecast

The Five-Year Forecast was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member Oliveros to adopt the Five-Year Forecast without amendment, seconded by Member Morrow, the Motion passed by unanimous affirmative vote of members present.

Board Member <i>Name/Initials</i>	AYE	NAY	OTHER <i>(Not Present, Abstain, etc.)</i>
Elizabeth Haavisto	X		
Ed Oliveros	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Jonathan Petrea, Chairman			Not present

f. Resolution, Adoption/Approval of Revised School Calendar, 2022/2023 Academic Year

The Revised School Calendar for the 2022/2023 Academic Year was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member Oliveros to adopt the Revised School Calendar for the 2022/2023 Academic Year without amendment, seconded by Member Morrow, the Motion passed by unanimous affirmative vote of members present.

Board Member <i>Name/Initials</i>	AYE	NAY	OTHER <i>(Not Present, Abstain, etc.)</i>
Elizabeth Haavisto	X		
Ed Oliveros	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Jonathan Petrea, Chairman			Not present

6. Open Discussion/Public Comment

None

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

Wednesday, October 26, 2022 at 7:00 p.m. at Strongsville Academy
16000 Foltz Industrial Parkway, Strongsville, 44136.

8. Adjournment

There being no further business to come before the Board, upon Motion duly made by Member Oliveros to adjourn the September 28, 2022, Board Meeting of Westlake Academy, seconded by Member Morrow, the Motion to adjourn was approved by unanimous affirmative vote of members present. The meeting was adjourned at 7:37 p.m.

Board Member <i>Name/Initials</i>	AYE	NAY	OTHER <i>(Not Present, Abstain, etc.)</i>
Elizabeth Haavisto	X		
Ed Oliveros	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Jonathan Petrea, Chairman			Not present

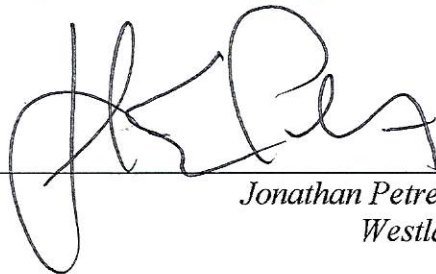
APPROVAL AND ADOPTION OF MINUTES

Motion to approve and adopt minutes of the September 28, 2022, Regular Board Meeting of Westlake Academy, with/without amendment(s)

Made by MEMBER MARGEVICIUS, Seconded by MEMBER OLIVEROS.

Board Member Name/Initials	AYE	NAY	Other (Abstain, not present, etc.)
Elizabeth Haavisto	<u>EH</u>		
Greg Margevicius	<u>GM</u>		
Darvio Morrow			<u>not present</u>
Danielle Munk	<u>DM</u>		
Ed Oliveros	<u>EO</u>		
Jonathan Petrea, Chairman	<u>J.P.</u>		

Executed and adopted by a vote of the Board on this 26th day of OCTOBER, 2022.



 Jonathan Petrea, Chairman
 Westlake Academy