

Westlake Academy
An Ohio Not-for-Profit Corporation

BOARD MEETING

MINUTES

Westlake Academy (the “School”) held a Board Meeting (the “meeting”) on June 29, 2022 via electronic communications.

Board Members in Attendance:

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

Guests in Attendance:

Lesley Gillen, Massa Financial Services
Wendy Copen, Superintendent, ACCEL Schools
Mike Garcar, Associate, Callender Law Group

1. Sign-in / A Call to order

Chairman Petrea asked Vice Chair Margevicius to Chair the Board meeting. Mr. Margevicius called the Meeting to order at 6:36 p.m.

2. Roll Call of Members Present

There was a roll call of Board members. All members present; quorum confirmed.

3. Discussion, Adoption/Approval of Minutes from Previous Board Meeting

Resolution, Adoption/Approval of May 25, 2022 Board meeting

The Minutes of the May 25, 2022 Board meeting was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Member Haavisto to adopt the Minutes of the May 25, 2022 Board meeting without amendment, seconded by Member Oliveros, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	Other <i>(Abstain, not present, etc.)</i>
Elizabeth Haavisto	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Ed Oliveros	X		
Jonathan Petrea, Chairman	X		

4. Reports and Updates

a. School/Operator Report

Ms. Copen gave the Operator Report. Teachers have been hired based on projected enrollment. They are in the process of hiring an office manager who will split time between Strongsville Academy and Westlake Academy.

Enrollment is approximately 7 students. For recruitment, a face painting event was held. The School will be featured on the Fish radio station. An in-person interview on the Fish radio station is scheduled for July 18th.

Construction will begin to subdivide larger spaces into classrooms.

b. Treasurer Report

Ms. Gillen was present for the meeting. There was no formal report for this meeting.

c. Legal Update

Mr. Garcar provided a review of resolutions ‘a’ through ‘g’ on the agenda. A discussion was had.

Code of Conduct, Suspension, Expulsion, and Permanent Exclusion Policy (update)

The suspension and expulsion procedures are updated that more clearly set out parent and student notification requirements. Also, there are updated sections regarding suspension and expulsion procedures for students who have a disability.

Animals on School Property Policy

The policy states that only service animals with proper documentation may be permitted on School property. It is recommended that the Board pass this policy, as we have seen uptick in students wanting to bring pets to school across the state

Conflict of Interest Policy, 2022/2023 Academic Year

This is the same policy board has adopted in years past; this is an annual policy. Board members will sign conflict of interest and disclosure forms at the July Board meeting.

Parent/Family/Caregiver Engagement Policy, 2022/2023 Academic Year

This is also an annual policy that states procedures by which the School will seek to involve parents in the education of their child/children.

Parent-Student Handbook, 2022/2023 Academic Year

The Parent/Student Handbook for the upcoming year

School Visitor Policy, 2022/2023 Academic Year

Another annual policy, and states the procedures the School will utilize for allowing visitors in the building for the next academic year.

Resolution Approving Comprehensive Plan

This is required by State law---a comprehensive plan is to be submitted to the sponsor; this plan includes the Bylaws, the Management Agreement, internal financial controls, and the instructional program utilized by the School.

5. New Business

- a. *Resolution, Adoption/Approval of Code of Conduct, Suspension, Expulsion, and Permanent Exclusion Policy (update)*

The Code of Conduct, Suspension, Expulsion, and Permanent Exclusion Policy (update) 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 Code of Conduct, Suspension, Expulsion, and Permanent Exclusion Policy (update) without amendment, seconded by Member Petrea, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	Other <i>(Abstain, not present, etc.)</i>
Elizabeth Haavisto	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Ed Oliveros	X		
Jonathan Petrea, Chairman	X		

- b. *Resolution, Adoption/Approval of Animals on School Property Policy*

The Animals on School Property 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 Animals on School Property Policy without amendment, seconded by Member Petrea, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	Other <i>(Abstain, not present, etc.)</i>
Elizabeth Haavisto	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Ed Oliveros	X		
Jonathan Petrea, Chairman	X		

c. *Resolution Adoption/Approval of Conflict of Interest Policy, 2022/2023 Academic Year*

The Conflict of Interest Policy 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 Conflict of Interest Policy for the 2022/2023 Academic Year without amendment, seconded by Member Petrea, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	Other <i>(Abstain, not present, etc.)</i>
Elizabeth Haavisto	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Ed Oliveros	X		
Jonathan Petrea, Chairman	X		

d. *Resolution Adoption/Approval of Parent/Family/Caregiver Engagement Policy, 2022/2023 Academic Year*

The Parent/Family/Caregiver Engagement Policy 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 Parent/Family/Caregiver Engagement Policy for the 2022/2023 Academic Year without amendment, seconded by Member Petrea, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	Other <i>(Abstain, not present, etc.)</i>
Elizabeth Haavisto	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Ed Oliveros	X		
Jonathan Petrea, Chairman	X		

- e. *Resolution, Adoption/Approval of Parent/Student Handbook, 2022/2023 Academic Year*
 The Parent/Student Handbook 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 Parent/Student Handbook for the 2022/2023 Academic Year without amendment, seconded by Member Petrea, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	Other <i>(Abstain, not present, etc.)</i>
Elizabeth Haavisto	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Ed Oliveros	X		
Jonathan Petrea, Chairman	X		

- f. *Resolution, Adoption/Approval of School Visitor Policy, 2022/2023 Academic Year*
 The School Visitor Policy 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 School Visitor Policy for the 2022/2023 Academic Year without amendment, seconded by Member Morrow, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other <i>(Abstain, not present, etc.)</i>
Elizabeth Haavisto	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Ed Oliveros	X		
Jonathan Petrea, Chairman	X		

- g. *Resolution, Approving Comprehensive Plan*
 The Resolution Approving Comprehensive Plan 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 Resolution Approving Comprehensive Plan without amendment, seconded by Member Petrea, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	Other <i>(Abstain, not present, etc.)</i>
Elizabeth Haavisto	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Ed Oliveros	X		
Jonathan Petrea, Chairman	X		

6. Open Discussion

Chairman Petrea apologized to the Board for not being in a position to run the meeting due to noise. He thanked Vice Chairman Margevicius for stepping in to run the meeting.

7. Date/time for next meeting/location – *July 27, 2022, at 7:00 p.m. Eastern at 5730 Broadview Road, Parma 44134.*

8. Adjournment

There being no further business to come before the Board, upon Motion duly made by Member Petrea to adjourn the June 29, 2022 Regular Board meeting of Westlake Academy without amendment, seconded by Member Oliveros, the Motion passed by unanimous affirmative vote. The meeting adjourned at 7:01 p.m.

Roll Call Board Member	AYE	NAY	Other <i>(Abstain, not present, etc.)</i>
Elizabeth Haavisto	X		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk	X		
Ed Oliveros	X		
Jonathan Petrea, Chairman	X		

APPROVAL AND ADOPTION OF MINUTES

Motion to approve and adopt minutes of the June 29, 2022 Regular Board meeting of Westlake Academy, with/without amendment(s)

Made by MEMBER MARGEVICIUS, Seconded by MEMBER MORROW

Roll Call Board Member Name/Initials	AYE	NAY	Other (Abstain, not present, etc.)
Elizabeth Haavisto	- eah		
Greg Margevicius	- GM		
Darvio Morrow	- DM		
Danielle Munk			not present
Ed Oliveros	- EO		
Jonathan Petrea, Chairman	- JEP		

Executed and adopted by a vote of the Board on this 27th day of JULY, 2022.



 Jonathan Petrea, Chairman
 Westlake Academy