

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

MINUTES

Westlake Academy (the “School”) held a Regular Board Meeting (the “meeting”) on July 27, 2022 at 5730 Broadview Road, Parma, 44134.

Board Members in Attendance

Elizabeth Haavisto
Greg Margevicius
Darvio Morrow
Ed Oliveros
Jonathan Petrea

Board Member not in Attendance

Danielle Munk

Guests in Attendance:

Wendy Copen, RVP, ACCEL Schools
Brian Davis, Sponsor Representative, Charter School Specialists
Anne Trakas, Callender Law Group
Mike Garcar, Callender Law Group, via Zoom
Bailey Scheck, Callender Law Group, via Zoom
Lesley Gillen, Massa Financial Solutions, via Zoom

1. Sign-in / A Call to order

Chairman Petrea called the meeting to order at 7:00 p.m.

2. Roll Call of Members Present

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

3. Annual Meeting

a. *Discussion, Board Terms*

The reappointment of Board Members whose terms have expired were discussed. Mr. Garcar stated the terms of Members Petrea and Margevicius expire at the Annual Meeting in 2027, the terms of Members Morrow and Monk expire at the Annual Meeting in 2024, and the terms of Members Oliveros and Haavisto expire at the Annual Meeting in 2023.

b. *Discussion, Board Officer Appointments, 2022/2023 Academic Year*

Board officers for the 2022/2023 Academic Year were discussed. The Board discussed keeping the current slate of Board Members. Upon Motion duly made

by Member Margevicius to elect Member Petrea as Chair, Member Margevicius as Vice Chair, Member Oliveros as Treasurer, and Member Munk as Secretary, 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		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk			Not present
Ed Oliveros	X		
Jonathan Petrea, Chairman	X		

4. Reports and Updates

a. School/Operator Report (ACCEL Schools)

Enrollment was discussed. There are nine (9) students enrolled. The School is calling parents, sending letters, and going door to door. The School also attends other advertising events.

Maintenance was discussed. Construction is moving forward.

Personnel Report

The School has hired one teacher. The Office Manager will be split between Strongsville Academy and Westlake Academy. The Office Manager will also help in classrooms, at lunch, and with student arrival and dismissal.

Member Margevicius inquired about when Westlake Academy will get their own Office Manager. The Superintendent explained Westlake Academy will get their own Office Manager and another teacher once they reach around 25 students enrolled.

Member Morrow inquired about why Westlake Academy is having difficulty with recruiting. The Superintendent explained families in Westlake are less likely to look for another education option for their students.

b. Sponsor Report (Charter School Specialists)

The *At-a-Glance Report* and *Sponsor Connection* were reviewed with the Board.

c. Treasurer Report (Massa Financial Solutions, LLC)

There was no formal Treasurer Report.

d. Legal Update

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

e. 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 Margevicius to approve the Reports and Updates without amendment, seconded by Member Oliveros, the Motion passed by unanimous affirmative vote of members present.

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

5. Committee Reports, if submitted

None.

6. Old Business

None.

7. New Business

a. Discussion, Adoption/Approval of Minutes, June 23, 2022 Board Meeting

The Minutes from the June 23, 2022 Board Meeting were brought forward for consideration by the Board. Upon Motion duly made by Member Margevicius to adopt the Minutes from the June 23, 2022 Board Meeting without amendment, seconded by Member Morrow, the Motion passed by unanimous affirmative vote of members present.

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

b. Resolution, Adoption/Approval of Academic Prevention/Intervention Policy, 2022/2023 Academic Year

The Academic Prevention/Intervention 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 Margevicius to adopt the Academic Prevention/Intervention Policy for the 2022/2023 Academic Year without amendment, seconded by Member Morrow, the Motion passed by unanimous affirmative vote of members present.

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

c. Resolution, Adoption/Approval of First Amendment to Community Schools Pooling Agreement, 2022/2023 and 2023/2024 Academic Years

The First Amendment to Community Schools Pooling Agreement for the 2022/2023 Academic Year was brought forward for consideration by the Board. A discussion was had during the Legal Update.

Member Margevicius inquired about whether the pooling agreement is with all ACCEL schools. Mr. Garcar explained that only ACCEL school are in the agreement, but not all ACCEL schools are included.

Member Oliveros inquired about whether the included indemnification clause protects the School. Mr. Garcar explained the clause is there to protect the School from other School's lawsuits.

Upon Motion duly made by Member Margevicius to adopt the First Amendment to Community Schools Pooling Agreement 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		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk			Not present
Ed Oliveros	X		
Jonathan Petrea, Chairman	X		

d. Resolution, Adoption/Approval of Substitute Teacher Requirements, 2022/2023 and 2023/2024 Academic Years

The Substitute Teacher Requirements for the 2022/2023 Academic Year was brought forward for consideration by the Board. A discussion was had during the Legal Update.

Member Margevicius inquired about how long a substitute teacher can teach on a substitute teaching license. Mr. Garcar explained it's a blanket license for up to one year.

Upon Motion duly made by Member Margevicius to adopt the Substitute Teacher Requirements 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		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk			Not present
Ed Oliveros	X		
Jonathan Petrea, Chairman	X		

e. 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.

Member Margevicius inquired whether the Board would have to approve a change to the current school start date. Mr. Garcar explained the Board would

have to approve that change, which has happened to other new Schools in the past.

Member Haavisto inquired whether there is confidence Westlake Academy will reach 25 students by the time school starts because 25 students are needed to begin the Academic Year. The Superintendent is confident they will reach 25 students, but more time is needed.

Member Margevicius inquired whether the Academic Year will have to be extended into the summer if the start is delayed. Mr. Garcar explained Westlake Academy has well over 1,000 hours of instruction time on the calendar and only around 900 hours is required, so it is unlikely the year will be extended into the summer. This can be adjusted if necessary. Mr. Garcar also explained that there must be a minimum of 100 students per year enrolled. When this happens, the Sponsor must guarantee to fund the School for a certain period of time to ensure the School stays open. ACCEL has pledged to fund Westlake Academy and if committed to helping the School stay open.

Upon Motion duly made by Member Margevicius 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		
Greg Margevicius	X		
Darvio Morrow	X		
Danielle Munk			Not present
Ed Oliveros	X		
Jonathan Petrea, Chairman	X		

8. Open Discussion/Public Comment

None.

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

***Wednesday, August 24, 2022 at 7:00 p.m. at Strongsville Academy
16000 Foltz Industrial Parkway, Strongsville, 44136.***

10. Adjournment

There being no further business to come before the Board, upon Motion duly made by Member Margevicius to adjourn the July 27, 2022, Board Meeting of Westlake Academy, seconded by Member Oliveros, the Motion to adjourn was approved by unanimous affirmative vote of members present. The meeting was adjourned at 7:19 p.m.

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

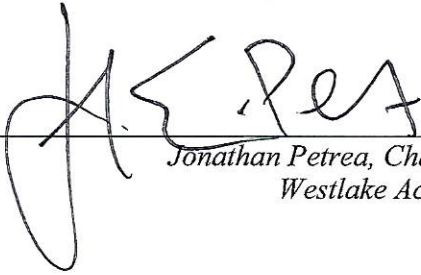
APPROVAL AND ADOPTION OF MINUTES

Motion to approve and adopt minutes of the July 27, 2022, Regular Board Meeting of Westlake Academy, with without amendment(s)

Made by Oliveros, Seconded by Munk.

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

Executed and adopted by a vote of the Board on this 24th day of August, 2022.



Jonathan Petrea, Chairman
Westlake Academy