

Pathfinder Career Academy of Ohio
(An Ohio Not-for-Profit Corporation)
BOARD MEETING

MINUTES

Pathfinder Career Academy of Ohio (“Pathfinder”) (the “School”) held a Board Meeting (the “Meeting”) on January 23, 2024.

Board Members in Attendance:

Terrance Bivins
Richard Brown
Roberto Davila
Doug Merrill
Todd Kubasak

Board Members Not in Attendance:

Ashlynn Rotta

Guests in Attendance:

Susan Scarponi, Charter School Specialists, via Zoom
Marinisa Harris, Pathfinder Career Academy of Ohio
Jason McMillin, Massa Financial Services, via Zoom
Mike Garcar, Callender Law Group

1. Sign-in / A Call to order

The Meeting was called to order at 6:00 p.m. by Chairman Bivins.

2. Adoption/Approval of Previous Board Meeting Minutes

a. November 20, 2023, Board Meeting Minutes

The Minutes from the November 20, 2023, Board Meeting were brought forward for consideration by the Board. Upon Motion duly made by Member Merrill to adopt the November 20, 2023, Board Meeting Minutes without amendment, seconded by Member Kubasak, 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>
Terrance Bivins	X		
Richard Brown	X		
Roberto Davila	X		
Todd Kubasak	X		
Doug Merrill	X		
Ashlynn Rotta			Not present

3. Reports

a. Operator Report

Ms. Harris gave the Operator Report. Enrollment and recruitment were discussed. The School has an enrollment of approximately 321 students. Marketing efforts via online and social media advertisements continue. The School's enrollment goal is 400 students.

Academics were discussed. The School has established new entrepreneurship class for middle school students and law and order class for high school students.

Director Kubasak asked if the School is actively hiring additional teachers. Ms. Harris stated the School is actively looking to hire special education teachers.

Director Merrill asked how the School measures student engagement. Ms. Harris stated that engagement is measured based on students logging-in to complete assignments.

The Superintendent's Residency Verification Report was given. There are no funding flags at this time.

The Semi-Annual Harassment, Intimidation, and Bullying Report was presented. There was one verified act of harassment, intimidation, and bullying reported during the first semester.

b. Sponsor Report

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

c. Treasurer Report

Mr. McMillin gave the Treasurer Report. The December financial statement was presented to the Board for review. The School was paid on 139 FTEs in December and had approximately \$47,000 cash on hand. The School should see a significant improvement in FTE funding given the increase in enrollment.

d. Legal Update

Mr. Garcar gave the Legal Update. The January *Legal Update* was reviewed with the Board. An overview of the resolutions on the agenda was given.

4. Old Business

There was no Old Business.

5. New Business

a. Resolution, Adoption/Approval Corrective Action Plan

The adoption of the Corrective Action Plan was brought forward for consideration by the Board. A discussion was had during the "Legal Update." Upon Motion duly made by Member Merrill to adopt the Corrective Action Plan without amendment, seconded by Member Davila, 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>
Richard Brown	X		
Roberto Davila	X		
Todd Kubasak	X		
Doug Merrill	X		
Ashlynn Rotta			Not present
Terrance Bivins	X		

6. Open Discussion

There was no Open Discussion.

7. Date/time and location for next meeting

March 7, 2024, at 6:00 p.m. at 37485 Harvest Drive, Avon, OH 44011.

8. Adjournment

There being no further business to come before the Board, upon Motion duly made by Member Davila to adjourn the January 23, 2024, Board Meeting, seconded by Member Merrill, the Motion passed by unanimous affirmative vote of members present. The Meeting adjourned at 6:20 p.m.

Board Member <i>(Name/Initials)</i>	AYE	NAY	Other <i>(Not Present, Abstain, Etc.)</i>
Richard Brown	X		
Roberto Davila	X		
Todd Kubasak	X		
Doug Merrill	X		
Ashlynn Rotta			Not present
Terrance Bivins	X		

APPROVAL AND ADOPTION OF MINUTES

Motion to approve and adopt the Minutes from the January 23, 2024, Board Meeting of Pathfinder Career Academy of Ohio (~~without~~ with) amendment(s),

made by Kubasak,

seconded by Merrill.

Board Member <i>(Name/Initials)</i>	AYE	NAY	Other <i>(Not Present, Abstain, Etc.)</i>
Richard Brown	RB		Not present
Roberto Davila			
Todd Kubasak	TK x		
Doug Merrill	x		DM
Ashlynn Rotta			
Terrance Bivins	x TB		

Executed and adopted by a vote of the Board on this 15th day of March, 2024.

Terrance J. Bivins, I
 Terrance Bivins, Board Chairman
 Pathfinder Career Academy of Ohio