



**NORTHWEST OHIO  
CLASSICAL ACADEMY**

**Board of Trustees Meeting Minutes  
March 16, 2022  
Northwest Ohio Classical Academy  
Held on-site**

In attendance: Ben Buckenmeyer, Ann Currie, Matt Dietrich, Eleanor Kemp, Steven Koralewski, Robert Pruger, Lee Strang, Anna Woycik, Phill Schwenk, Apryl Morin, CSS Representative Susan Scarponi

**I. Call to Order** – Board President Lee Strang called the meeting to order at 6:02pm.

**II. Agenda / Introductions**

**III. Monthly Financial & Grants Updates**

Stephanie Ataya previously sent the February financial statements. Robert Pruger commented on them. Ann Currie moved that the February financial statements were received. Robert Pruger seconded the motion. All approved and motion passed.

**2022-098 RESOLUTION THAT FINANCIAL STATEMENTS WERE RECEIVED**

**WHEREAS**, the Board of Trustees has reviewed the financial update for the School for February 2022 as provided by its fiscal officer, Stephanie Ataya of Marcum; and

**BE IT RESOLVED**, that the Board has received the financial reports as presented.

**IV. Charter School Specialist Report** – Sponsor Representative Susan Scarponi reviewed the March Sponsor Connection. The Continuity of Service Plan on the school website needs to be reviewed and updated every 6 months.

**V. NOCA Board**

1. The February 16, 2022 minutes stand approved.

**2022-099 RESOLUTION TO APPROVE BOARD MEETING MINUTES**

**RESOLVED**, that the Board of Trustees read and approves the February 16, 2022 Board meeting minutes.

2. PTO Update – Steve Koralewski presented the PTO update.

3. Board member resignations

Board Vice President, Janet Ragan, and Board Treasurer, Kathleen Sallah, submitted their letters of resignation, which Ann Currie read out loud. To honor their service, their names will be listed on the Board Members plaque. Lee Strang moved to accept the two resignations. Robert Pruger seconded the motion. All approved and motion passed.

**2022-100 RESOLUTION TO ACCEPT BOARD MEMBER RESIGNATIONS**

**RESOLVED**, that the Board of Trustees accepts the resignation of Mrs. Janet Ragan, Board Vice President, and Mrs. Kathleen Sallah, Board Treasurer, effective March 16, 2022 at 6:00pm.

Lee Strang moved to elect Anna Woycik as Board Treasurer. Robert Pruger seconded the motion. Discussion ensued. All approved and motion passed.

**2022-101 RESOLUTION TO ELECT BOARD TREASURER**

**RESOLVED**, that the Board of Trustees elects Mrs. Anna Woycik as Board Treasurer.



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**BE IT FURTHER RESOLVED**, that her officer term ends on June 30, 2023.

4. The Board Treasurer Report was distributed to Board members.

5. Committee and Other Reports:

- A. Community Relations Committee

Ben Buckenmeyer provided the committee update. Discussion ensued. The school has contracted with a new cleaning company, which starts April 4.

- B. Dress Code Working Group – no report.

- C. Education Committee – no report.

- D. Facility Committee – no report.

- E. Facility Expansion Task Force

Matt Dietrich reported that the Master Plan drawings are complete. The task force has explored various financing options for the facility expansion, and it is applying for a bond. Apryl Morin is working through the due diligence items. The bond transaction is projected to close by mid-July.

- F. Finance/Audit Committee

Eleanor Kemp reported that she and Apryl Morin updated the five-year forecast, and they will present the draft to the finance committee.

- G. High School Enrichment and Sports Working Group

Ben Buckenmeyer previously sent the report. Many parents are part of the working group. There are 6-7 teams covering different areas, including planning a soccer field, sports boosters, and baseball program.

- H. Joint Fundraising Committee

Robert Pruger previously sent the committee minutes. The committee will send an appeal letter after the Spartan Sprint. A challenge grant is being organized. The committee proposes that the Board members divide the list of families on the PTO list amongst themselves and call each family to answer questions about the appeal and to help them understand why the school needs to fundraise. The Board would encourage that each family donates based on ability, and the Board understands that there are families who cannot donate.

Robert Pruger thanked the Gala committee for organizing such an excellent event.

Steve Koralewski provided the report on the Gala. Gala donations total a little over \$50,000 with more donations still arriving. The committee sent a survey for feedback on the Gala. Next year's Gala is scheduled for March 4, 2023.

- I. Marketing Committee – no report.

- J. Policies Committee – no report.

- K. Headmaster Search Committee

Lee Strang moved to enter executive session to discuss the appointment, employment, and compensation of an employee. Ann Currie seconded the motion. A roll call vote was taken and



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all approved. Ben Buckenmeyer – yes; Ann Currie – yes; Matt Dietrich – yes; Eleanor Kemp – yes; Steve Koralewski – yes; Robert Pruger – yes; Lee Strang – yes; Anna Woycik – yes. Executive session started at 6:34pm.

**2022-102 RESOLUTION TO ADJOURN INTO EXECUTIVE SESSION**

**RESOLVED**, that the Board of Trustees approves to adjourn into executive session on March 16, 2022 at 6:34pm to discuss the subject matter as follows: appointment, employment and compensation of an employee.

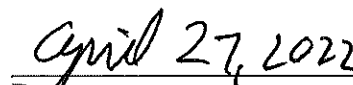
Executive session ended at 7:15pm.

- VI. State of the School Principal Report** – Principal Phill Schwenk presented the report. Items discussed in detail: Current student enrollment is 413 students.  
Upcoming events: Parent Teacher conferences (March 17-18), Coffee with the Team (April 8), Spring break (April 15-22).  
Phill Schwenk reported on the uniform and dress code violations.  
Phill Schwenk and Apryl Morin fielded questions from Board members.  
Phill Schwenk reported on the lottery that occurred yesterday. It was the first lottery the school has had, and it went very well. All the families have been notified regarding their student's enrollment status, whether their student is accepted or on the wait list. Enrollment for next year is 512 students. There are about 70 students on the wait list.
- VII. Public Comment** – Public comments proceeded for 4 minutes.
- VIII. Next Meeting Reminder:** April 27, 2022, 6:00pm.
- IX. Adjournment** – Board President Lee Strang adjourned the meeting at 7:33pm.

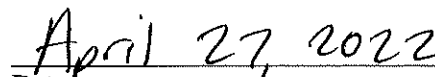
**CERTIFICATION**

The foregoing are true and correct resolutions adopted by the Governing Authority of the school at a public Board Meeting dated March 16, 2022.

  
by Lee J Strang, Board President

  
Date

  
Ann P Currie, Board Secretary

  
Date