



# Menlo Park Academy Governing Board

## Working Session

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### Date and Time

Thursday December 3, 2020 at 6:00 PM EST

### Location

Virtual Meeting

[meet.google.com/efu-bgoj-onx](https://meet.google.com/efu-bgoj-onx)

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OUR MISSION: Menlo Park Academy is a public school that nurtures gifted children through an exemplary program and rewarding experiences which develop the whole child.

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### Agenda

	Purpose	Presenter	Time
<b>I. Location of Meeting</b>			<b>6:00 PM</b>
<b>A.</b> Virtual or Physical Location	FYI	Teri Harrison	1 m
<b>II. Opening Items</b>			<b>6:01 PM</b>
Opening Items			
<b>A.</b> Call the Meeting to Order		Teri Harrison	1 m
<b>B.</b> Record Attendance and Guests		Susan Dornan	1 m

	Purpose	Presenter	Time
<b>C.</b> Certification of Notice of Meeting		Susan Dornan	1 m
<b>III. Minutes</b>			<b>6:04 PM</b>
<b>A.</b> Approval of the Minutes from the November 19, 2020 meeting	Approve Minutes	Susan Dornan	2 m
<b>IV. Public Participation</b>			<b>6:06 PM</b>
<b>A.</b> Public Comment	Discuss	Teri Harrison	5 m
<b>V. Sponsor's Report</b>			<b>6:11 PM</b>
<b>A.</b> Sponsor's Report	Discuss	Jeff Jaroscak	5 m
<b>VI. Communications Director's Report</b>			<b>6:16 PM</b>
<b>A.</b> Marketing & Enrollment Report	Discuss	Anthony Moujaes	5 m
<b>B.</b> Crisis Communications Plan	Discuss	Anthony Moujaes	5 m
<b>VII. Operations Report</b>			<b>6:26 PM</b>
<b>A.</b> School Support	Discuss	Sarah O'Bryan	10 m
<b>VIII. Board Committee Reports</b>			<b>6:36 PM</b>
<b>A.</b> Advancement	Discuss	Dante Giancola	5 m
<b>B.</b> COVID-19 Task Force	Discuss	Susan Dornan	10 m
<b>C.</b> Finance & Audit	Discuss	Tiffany Randle	5 m
<b>D.</b> Program Excellence	Discuss	Suzanne McFarland	5 m
<b>IX. Resolutions for Consideration- Board of Directors</b>			<b>7:01 PM</b>
Academic or Compliance items			
<b>A.</b> Policy Review	Discuss	Melissa McCarthy	5 m

	Purpose	Presenter	Time
Every year a number of health and safety policies have to be reviewed/renewed.			
<b>B.</b> Open meeting and Public Records Training	Discuss	Melissa McCarthy	16 m
Two short training videos will be shared to ensure compliance with this requirement.			
<b>X. Resolutions for Consideration- Finance</b>			<b>7:22 PM</b>
<b>A.</b> Engagement Letter for Audit Services from Rea & Associates	Vote	Dave Massa	5 m
<b>XI. Resolutions for Consideration- Operations</b>			<b>7:27 PM</b>
<b>A.</b> Interactive Displays	Discuss	Sarah O'Bryan	10 m
<b>XII. Resolutions for Consideration- Talent</b>			<b>7:37 PM</b>
<b>A.</b> Supplemental Position Extension- Menlo Learning Lab Coordinator	Vote	Seamus O'Hara	5 m
<b>B.</b> Staff Leave Requests	Vote	Lesley Gillen	10 m
<b>C.</b> Position/ Role Modification- Sarah Duplaga	Vote	Lesley Gillen	5 m
<b>XIII. Old Business</b>			<b>7:57 PM</b>
<b>A.</b> Review of Stipend Position Payments	Vote	Marilyn Wright	15 m
<b>XIV. New Business</b>			
<b>XV. Executive Session</b>			<b>8:12 PM</b>
<b>A.</b> Executive Session	Vote	Teri Harrison	30 m
<b>XVI. Closing Items</b>			<b>8:42 PM</b>
<b>A.</b> Adjourn Meeting	Vote	Teri Harrison	1 m