

# Menlo Park Academy Governing Board

## **Regular Board Meeting**

### Date and Time

Thu Oct 19, 2023 at 6:00 PM EDT

### Location

Menlo Park Academy 2149 W. 53rd Street Cleveland, OH 44102

This month's regular meeting of MPA's governing board will be held on Thursday, October 19, 2023 at Menlo Park Academy, 2149 W. 53rd Street, Cleveland, OH 44102. Virtual observation will be made available, when possible, at the following link - <u>https://meet.google.com/bqx-niry-mqu.</u> Meeting dates and times are posted in several places in building as well as on our website.

#### Agenda

|    |                              | Purpose | Presenter     | Time    |
|----|------------------------------|---------|---------------|---------|
| I. | Opening Items                |         |               | 6:00 PM |
|    | A. Record Attendance         |         | Susan Dornan  | 1 m     |
|    | B. Call the Meeting to Order |         | Teri Harrison |         |
| Ш. | Public Comments              |         |               | 6:01 PM |
|    | A. Public Comments           | FYI     | Teri Harrison | 10 m    |

|       |                                   | Purpose            | Presenter        | Time    |  |
|-------|-----------------------------------|--------------------|------------------|---------|--|
| III.  | Minutes                           |                    |                  |         |  |
|       | A. Meeting Minutes - 8/3/23       | Approve<br>Minutes | Susan Dornan     | 2 m     |  |
|       | B. Meeting Minutes - 8/17/23      | Approve<br>Minutes | Susan Dornan     | 2 m     |  |
|       | C. Meeting Minutes - 10/7/23      | Approve<br>Minutes | Susan Dornan     | 2 m     |  |
| IV.   | Sponsor Report                    |                    |                  | 6:17 PM |  |
|       | A. Sponsor Update                 | FYI                | Allison Lentz    | 5 m     |  |
| V.    | Treasurer's Report                |                    |                  | 6:22 PM |  |
|       | A. Monthly Financial Report       | Vote               | Sarah O'Bryan    | 5 m     |  |
| VI.   | Education Reports                 |                    |                  | 6:27 PM |  |
|       | A. Principal Report               | FYI                | Phyllis Robinson | 5 m     |  |
|       | B. Program Report                 | FYI                | Jessica Wilcox   | 5 m     |  |
| VII.  | Operations Report                 |                    |                  |         |  |
|       | A. Operations Report              | FYI                | Deborah Zeffren  | 5 m     |  |
| VIII. | Board Committees                  |                    |                  | 6:42 PM |  |
|       | A. Audit & Finance                | Discuss            | Tiffany Randle   | 5 m     |  |
|       | B. Development                    | Discuss            | Twana Rogers     | 5 m     |  |
|       | C. Diversity, Equity, & Inclusion | Discuss            | Tiffany Randle   | 5 m     |  |
|       | D. Enrollment Task Force          | Discuss            | Joe Loyd         | 10 m    |  |

|   |   | Purpose   | Presenter  | Time   |
|---|---|---|--|--|
| E.  | Health & Safety Task Force  | Discuss   | Susan Dornan   | 5 m  |
| F.  | Program Excellence  | Discuss   | Shruti Aring   | 5 m  |
| Re  | solutions for Consideration: Academic   |   |  | 7:17 PM  |
| A.  | Performance Accountability Framework<br>Attachment 11.6   | Vote  | Jessica Wilcox   | 5 m  |
| В.  | Parent Student Handbook   | Vote  | Phyllis Robinson   | 5 m  |
| C.  | Plan for Completion of Make-up/Web Access   | Vote  | Phyllis Robinson   | 2 m  |
| Re  | solutions for Considerations: Operations  |   |  | 7:29 PM  |
| Α.  | New Hires   | Vote  | Phyllis Robinson   | 5 m  |
| В.  | Monthly Enrollment Verification   | Vote  | Deborah Zeffren  | 2 m  |
| C.  | Jan Pro Amendment   | Vote  | Deborah Zeffren  | 3 m  |
| D.  | Sub Teacher Considerations  | Vote  | Phyllis Robinson   | 5 m  |
| Re  | solutions for Consideration: Finance  |   |  | 7:44 PM  |
| Α.  | 5-Year Forecast   | Vote  | Sarah O'Bryan  | 5 m  |
| В.  | Overnight field trip stipend  | Vote  | Jessica Wilcox   | 3 m  |
| C.  | Testing Stipend   | Vote  | Deborah Zeffren  | 3 m  |
| Resolutions for Consideration: Enrollment & Advancement |   |   |  | 7:55 PM  |
| Α.  | 23-24 Development Plan  | Vote  | Teri Harrison  | 5 m  |
| В.  | Winter Benefit Information  | Vote  | Jessica Wilcox   | 5 m  |
| Oth   | ner Business  |   |  | 8:05 PM  |
| Α.  | Sponsor Renewal Application   | FYI   | Teri Harrison  | 2 m  |
| В.  | Building Financing Update   | FYI   | Teri Harrison  | 5 m  |
| C.  | Meeting Procedures Update   | Vote  | Joe Loyd   | 5 m  |
|   | <ul> <li>F.</li> <li>Re</li> <li>A.</li> <li>B.</li> <li>C.</li> <li>Re</li> <li>A.</li> <li>B.</li> <li>C.</li> <li>Re</li> <li>A.</li> <li>B.</li> <li>C.</li> <li>Re</li> <li>A.</li> <li>B.</li> <li>Oth</li> <li>A.</li> <li>B.</li> </ul> | <ul> <li>F. Program Excellence</li> <li>Resolutions for Consideration: Academic</li> <li>A. Performance Accountability Framework<br/>Attachment 11.6</li> <li>B. Parent Student Handbook</li> <li>C. Plan for Completion of Make-up/Web Access</li> <li>Resolutions for Considerations: Operations</li> <li>A. New Hires</li> <li>B. Monthly Enrollment Verification</li> <li>C. Jan Pro Amendment</li> <li>D. Sub Teacher Consideration: Finance</li> <li>A. 5-Year Forecast</li> <li>B. Overnight field trip stipend</li> <li>C. Testing Stipend</li> <li>Resolutions for Consideration: Enrollment &amp; Advardance</li> <li>A. 23-24 Development Plan</li> <li>B. Winter Benefit Information</li> <li>Other Business</li> <li>A. Sponsor Renewal Application</li> <li>B. Building Financing Update</li> </ul> | E.Health & Safety Task ForceDiscussF.Program ExcellenceDiscussResolutions for Consideration: AcademicA.Performance Accountability Framework<br>Attachment 11.6VoteB.Parent Student HandbookVoteC.Plan for Completion of Make-up/Web AccessVoteOuteNew HiresVoteB.Monthly Enrollment VerificationVoteC.Jan Pro AmendmentVoteD.Sub Teacher Considerations: FinanceVoteA.5-Year ForecastVoteB.Overnight field trip stipendVoteC.Testing StipendVoteA.23-24 Development PlanVoteA.Sonsor Renewal ApplicationYotePrinceA.Sponsor Renewal ApplicationFYIB.Building Financing UpdateFYI | E.Health & Safety Task ForceDiscussSusan DomanF.Program ExcellenceDiscussShruil AringResolutions for Consideration: AcademicShruil AringResolutions for Consideration: AcademicJessica Wilcox<br>Attachment 11.6Jessica Wilcox<br>Phyllis RobinsonB.Parent Student HandbookVotePhyllis RobinsonC.Plan for Completion of Make-up/Web AccessVotePhyllis RobinsonResolutions for Considerations: OperationsVotePhyllis RobinsonA.New HiresVoteDeborah ZeffrenB.Monthly Enrollment VerificationVoteDeborah ZeffrenC.Jan Pro AmendmentVoteDeborah ZeffrenD.Sub Teacher Consideration: FinanceVoteDeborah ZeffrenA.S-Year ForecastVoteJessica WilcoxG.Testing StipendVoteDeborah ZeffrenJ.Sub Teacher Consideration: FinanceUoteDeborah ZeffrenA.S-Year ForecastVoteDeborah ZeffrenB.Overnight field trip stipendVoteDeborah ZeffrenC.Testing StipendVoteDeborah ZeffrenA.3-24 Development PlanVoteJessica WilcoxA.3-24 Development PlanVoteJessica WilcoxB.Winter Benefit InformationVoteJessica WilcoxC.Sponsor Renewal ApplicationFYITeri HarrisonB.Building Financing UpdateFYITeri Harrison |

|                      | Purpose              | Presenter   | Time  |
|----------------------|----------------------|---|---|
|                      |                      |   |   |
| Executive Session    |                      |   | 8:17 PM   |
| A. Executive Session | Vote                 | Teri Harrison   | 30 m  |
| Closing Items        |                      |   | 8:47 PM   |
| A. Adjourn Meeting   | Vote                 |   |   |
| (                    | A. Executive Session | Executive Session A. Executive Session Vote Closing Items | Executive Session A. Executive Session Vote Teri Harrison Closing Items |

MISSION STATEMENT: Menlo Park Academy is a public school that develops the potential of gifted children through an exemplary program of rewarding experiences that nurtures the whole child.