APPROVED

Menlo Park Academy Governing Board

Minutes

Board Meeting

Date and Time
Thursday August 4, 2016 at 6:00 PM

Location
Panera Bread, 19705 Center Ridge Road, Rocky River OH 44116

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

Directors Present
Cathy Aldrich, Dan O'Malia, Suzanne McFarland, Teri Harrison

Directors Absent
Amanda Ross, Fraser Hamilton Sr, Kelly Nelson

Guests Present
Amber Oxley, Beverley Veccia, Jeff Jaroscak

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Teri Harrison called a meeting of the board of directors of Menlo Park Academy Governing Board to order on Thursday Aug 4, 2016 at 6:08 PM.

The board acknowledges that Dawn Doran resigned from the board of directors effective July 15, 2016 and thanks her for her service to MPA .

II. School Admin Items

A. New Hires

Cathy Aldrich made a motion to hire Grace Coyne as an instructional assistant for an annual salary of $25,000.
Dan O'Malia seconded the motion.
The board **VOTED** unanimously to approve the motion.
Dan O'Malia made a motion to hire Jaclyn Borman as a substitute teacher.
Cathy Aldrich seconded the motion.
The board **VOTED** unanimously to approve the motion.
Dan O'Malia made a motion to hire Carrie Ryan as an Executive Assistant for an hourly rate of $14/hour. After discussion, motion withdrawn.
Cathy Aldrich seconded the motion.
The motion did not carry.
Jeff Jaroscak arrived.

B. Staff Dress Code

Suzanne McFarland made a motion to approve the staff dress code with changes discussed.
Cathy Aldrich seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Personnel Policy Update

Cathy Aldrich made a motion to table.
Suzanne McFarland seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Job Description Revisions

Dan O'Malia made a motion to table.
Cathy Aldrich seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. International Field Trip

Cathy Aldrich made a motion to approve the proposed international field trip as presented.
Suzanne McFarland seconded the motion.
The board **VOTED** unanimously to approve the motion.
Board requested that the staff review insurance and safety options, application process, and protocols and update the Board at the next board meeting.

III. Facility Expansion

A. Geis Agreement

Cathy Aldrich made a motion to authorize Teri Harrison to sign the A/E agreement with Geis as presented.
Dan O'Malia seconded the motion.
The board **VOTED** to approve the motion.

B. Project Delegation

Cathy Aldrich made a motion to authorize Teri Harrison & Fraser Hamilton to act on facility project related items given the following: 1. included in the project budget 2. comes out of closing proceeds (timing of billing) 3. MCM (owner's rep.) has reviewed and agrees with action 4. Item is a due diligence item that is a requirement of closing on financing 5. Members are notified of the pending action at least 24 hours in advance and given the opportunity to review/comment..
Dan O'Malia seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Closing Items

A. Adjourn Meeting

Cathy Aldrich made a motion to adjourn the meeting.
Suzanne McFarland seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:15 PM.

Respectfully Submitted,
Teri Harrison