APPROVED

Menlo Park Academy Governing Board

Minutes

Governance Committee Meeting

Date and Time
Monday January 2, 2017 at 6:00 PM

Location
Panera, 14701 Detroit Avenue, Lakewood, OH

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.

Committee Members Present
Cathie Leimbach, Cathy Aldrich

Committee Members Absent
Amber Oxley, Carol Ryan, Laura Lusk, Teri Harrison, Toby Oster

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Cathy Aldrich called a meeting of the Governance Committee Committee of Menlo Park Academy Governing Board to order on Monday Jan 2, 2017 at 6:20 PM.

C. Approve Minutes

No quorum present. No vote taken for approval,

II. Governance Committee

A. Board Retreat

Discussion and planning of the topics to be covered at the Board Retreat.
1. Board Evaluations - both individual and board as a whole: using the Board responsibilities as set forth in the Board Handbook, questions and a format for evaluations was agreed upon. C. Leimbach will manage the evaluation form and making them available to the Board and manage the information gathered prior to the Retreat. All Board evaluations will need to be completed by January 22nd.
2. Logistics: C. Aldrich will request assistance from Carrie Ryan for finding space, ordering food and providing supplies. C. :Leimbach will assist with facilitation for the evaluations.
3. Will need some whole Board discussion regarding gaps in member skills and what we are looking for in board members and brainstorm on recruitment. Trust building activities will be conducted with some facilitation from C. Leimbach.
4. Discussion will be needed on School structure - defining direct reports, job expectations, training and monitoring.
5. Define reporting parameters/how the Board sets expectations.
6. Discussion on success strategies and next steps.

Additional dates from Doodle for Governance work (ie, board policy) to be done: March 4th and March 20th.

B. Governance Committee Charter

No quorum. Will add to agenda for February.

III. Other Business

A. Committee Membership

Postpone discussion for February meeting.

B. Board Expectation Document

Postponed to February meeting.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,
Cathy Aldrich