APPROVED

Menlo Park Academy Governing Board

Minutes

Working Session

Date and Time
Thursday November 2, 2017 at 6:00 PM

Location
Menlo Park Academy

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
Cathie Leimbach, Fraser Hamilton Sr, Melissa Vlasak, Suzanne McFarland, Teri Harrison

Directors Absent
Richard Hronek

Non Voting Members Present
Stacy Stuhldreher

Guests Present
Deborah Matese, Jason Aring, 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 Nov 2, 2017 at 6:08 PM.

II. General Business

A. New Hires

Fraser Hamilton Sr made a motion to hire Lynn Washko and Erin Wier as Edison Club employees at $15 per hour, pending BCI/FBI checks.
Melissa Vlasak seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Temporary Assistance

Fraser Hamilton Sr made a motion to enter into a 1099 contract with Mikale Ware as an Administrative Temp at $12 per hour, pending legal review. Mikale will only work in the office until her BCI/FBI checks come in.
Cathie Leimbach seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Quicken Loans Arena Concession Agreement

Melissa Vlasak made a motion to authorize Debi Matese to execute a concession stand contract with Quicken Loans Arena for Cavaliers' games, pending legal review and the updating of MPA's address.
Fraser Hamilton Sr seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Attachment 5.2 Revision

Cathie Leimbach made a motion to approve a revision to clause 5.2 of the rental agreement between MPA and West 53rd Holding to add the rental fees to the agreement.
Suzanne McFarland seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Marketing/Enrollment Plan

There was discussion on the marketing and enrollment plans.

F. Budget Update

There was discussion on the draft budget update.

G. Regular Meeting Agenda Planning

The following agenda items were suggested for the Nov. 16 board meeting:
- approval of board governance committee members

- engagement of manager for MPA's 5K fundraiser
- Enrollment Growth Plan
- Development Plan
- Capital Campaign
- Communication Plan tactics
- Approval of Annual Report for SY17

H. Gifted Endorsement Professional Development

Suzanne McFarland made a motion to approve the updated policy on Professional Development in gifted education.
Melissa Vlasak seconded the motion.
The board **VOTED** unanimously to approve the motion.

I. Auctioneer for Winter Auction

Fraser Hamilton Sr made a motion to authorize Debi to enter into an agreement with an auctioneer for the winter auction at a cost not to exceed $2,000.
Melissa Vlasak seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Closing Items

A. Adjourn Meeting

Fraser Hamilton Sr made a motion to adjourn the meeting at 8:55 pm.
Teri Harrison 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 9:00 PM.

Respectfully Submitted,
Teri Harrison