

APPROVED



## Menlo Park Academy Governing Board

### Minutes

#### Working Session

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**Date and Time**

Thursday May 3, 2018 at 5:00 PM

**Location**

Menlo Park Academy, 3rd Floor Conference Room

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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.

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**Directors Present**

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

**Directors Absent**

*None*

**Directors who arrived after the meeting opened**

Melissa Vlasak

**Non Voting Members Present**

Stacy Stuhldreher

**Guests Present**

Carol Ryan, Jeff Jaroscak, Lisa Sheldon, Melissa McCarthy

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## 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 May 3, 2018 at 5:06 PM.

## II. Conversations with Prospective Board Members

### A. Get to Know Prospective Board Members

Carol Ryan and Lisa Sheldon were interviewed by Board members for potential positions on the board.

Melissa Vlasak arrived.

Carol Ryan left.

## III. FY19 Faculty Agreement & Renewals

### A. FY19 Faculty Agreement

Fraser Hamilton Sr made a motion to approve the fiscal year 19 Faculty Agreement as presented.

Cathie Leimbach seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

Melissa Vlasak	Abstain
Teri Harrison	Aye
Cathie Leimbach	Aye
Fraser Hamilton Sr	Aye
Suzanne McFarland	Aye
Richard Hronek	Aye

### B. FY19 Faculty Renewals

Fraser Hamilton Sr made a motion to approve the teachers' salaries as presented with the deletion of Mrs. Smith's salary, the exception that those teachers who are not in compliant with the gifted course policy will not receive an increase at this time, and adding the CQC1 increase for Amy Kreiger.

Richard Hronek seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

Melissa Vlasak	Abstain
Cathie Leimbach	Aye

**Roll Call**

Teri Harrison Aye  
Fraser Hamilton Sr Aye  
Richard Hronek Aye  
Suzanne McFarland Aye  
Jeff Jaroscak arrived.

The teachers' schedules will be arranged to offer the best opportunity for the students and for financial responsibility.

Teri Harrison made a motion to go into Executive Session to discuss the compensation of a public employee.

Cathie Leimbach seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Fraser Hamilton Sr Aye  
Teri Harrison Aye  
Suzanne McFarland Aye  
Richard Hronek Aye  
Cathie Leimbach Aye  
Melissa Vlasak Aye

**IV. Board Member Performance & Positions**

**A. Whole Board Evaluation - Timing and Method**

Whole board evaluations will begin in the next week.

**B. Individual Board Member Evaluation**

The board will conduct personal evaluations of each other and meet to discuss their individual improvement plans based on the evaluations.

**C. Board Officers & Committee Chairs for 2018-2019**

The Board Chair succession plan includes the next Chair being Chair Elect for one year and then at least one year of the Past Board Chair staying on the board to help orient the new Board Chair. We need to explore electing a Chair Elect this summer. There also needs to be a focus on adding Committee members who are potential board members, including some who could potentially become Board Chair.

Changes in Board Committees and their functions should be considered. There has been talk of changing portions of the board committees. The DCRC responsibilities could be better managed by two separate committees. The FEC committee's work could now be handled by the Executive Committee. Board Committee charters for new committees should be written by the June meeting for the Board to vote on.

**V. Strategic Planning Approach**

### A. Philosophy & Process for Strategic Planning

It would be helpful for the 2018-2019 strategic plan to have no more than 3 change initiatives so efforts can be focused on the highest priorities for organizational success. It would also be helpful to enhance the clarity of Board Committee roles vs Staff roles in achieving the strategic goals and monitoring progress towards the goals.

## VI. Executive Session

### A. Executive Session

Fraser Hamilton Sr made a motion to enter into Executive Session at 8:28 to discuss the performance of a public official.

Suzanne McFarland seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### Roll Call

Richard Hronek Aye

Teri Harrison Aye

Suzanne McFarland Aye

Cathie Leimbach Aye

Melissa Vlasak Aye

Fraser Hamilton Sr Aye

The board exited Executive Session at 10:37 pm.

## VII. Liquor on School Grounds

### A. Allow Alcohol at Edison Edventure

Fraser Hamilton Sr made a motion to allow alcohol on MPA school grounds for one event, Edison Edventure, on May 4, 2018, in accordance with the approved permit.

Melissa Vlasak seconded the motion.

The board **VOTED** unanimously to approve the motion.

## VIII. Closing Items

### A. Adjourn Meeting

Fraser Hamilton Sr made a motion to adjourn the meeting.

Richard Hronek 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 10:39 PM.

Respectfully Submitted,

Teri Harrison