APPROVED

Menlo Park Academy Governing Board

Minutes

Governance Committee Meeting

Date and Time
Tuesday January 23, 2018 at 5:00 PM

Location
2149 WEST 53RD STREET, CLEVELAND, OHIO 44102

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, Penn Berens, Richard Hronek, Teri Harrison

Committee Members Absent
Carol Ryan

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Cathie Leimbach called a meeting of the Governance Committee Committee of Menlo Park Academy Governing Board to order on Tuesday Jan 23, 2018 at 5:13 PM.

C. Approve Minutes

Richard Hronek made a motion to approve minutes from the Governance Committee Meeting on 12-12-17 Governance Committee Meeting on 12-12-17.
Penn Berens seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Quality Board Member Performance

A. Develop the Individual Board Member Feedback Process

This agenda item is delayed until after the January 27 leadership team retreat.

B. Board Member Legal Compliance Chart - Background Checks, Required Training

Cathie will check on what training needs to be completed by board members on an annual basis.
We will ask the Board's Recording Secretary, one of the administrative staff, to keep the Board Member Background Check and Training Compliance chart up to date.

III. Board Succession Plan

A. Board Member Skills Matrix

At least initially, we will use the Board on Track matrix elements.

B. Recruiting New Board Members

To comply with our policies, only individuals who have served on board committees are eligible to be considered as board members. Cathie will check with committee chairs if they have any committee members with adequate skills and experience to be considered as board members. We discussed that it is very important that we recruit appropriate people as committee members and support committees to function well so we are developing individuals who are prepared to be effective board members.

IV. By-Law Clarification & Changes

A. Number of Board Members

Teri will research the rationale behind our current board size policy and determine the procedure for making changes if appropriate.

B. Voting Rights of Ex-Officio Committee Members, Board Chair, & School Director

The Committee Charter indicates the Board Chair's and School Director's voting rights.

V. Closing Items

A. Adjourn Meeting

Richard Hronek made a motion to adjourn the meeting.

Teri Harrison seconded the motion.
The committee **VOTED** unanimously to approve the motion.
The next committee meeting will be on February 20, 21, 27, or 28.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,
Cathie Leimbach