APPROVED

# Menlo Park Academy Governing Board

# Minutes

## Special Meeting

**Date and Time**
Monday June 25, 2018 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**
Fraser Hamilton Sr, Richard Hronek, Suzanne McFarland, Teri Harrison

**Directors Absent**
Carol Ryan

**Directors who arrived after the meeting opened**
Richard Hronek

**Directors who left before the meeting adjourned**
Fraser Hamilton Sr

**Guests Present**
Cathie Leimbach, Jeff Jaroscak, Stacy Stuhldreher

### 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 Monday Jun 25, 2018 at 6:02 PM.

## II. Action Items

### A. Spring Stipends

Suzanne McFarland made a motion to approve the domestic overnight field trip stipends totalling $3,000 as submitted.
Teri Harrison seconded the motion.
The board **VOTED** unanimously to approve the motion.
Richard Hronek arrived.
Suzanne McFarland made a motion to approve all other stipends as submitted excluding the athletic program Pay to Play related items: TBT Leads - Spring 2018: Joanna Timura $625, Rachel Mabe $625, Debra Culp $625, Adam Turski $469, John Cycyk $625; (Budget Line: Stipends $2969); Building Leadership Team - Spring 2018: Adam Turski $375, Kateland Kacic $500, Christina Cardelini $500, Debra Culp $500, Joanna Timura $500 (Budget Line: Stipends $5,000); Resident Educator Mentor - Spring 2018: Debra Culp $900, John Cycyk $900, Brittany Harraman $600, Laura Hodge $1,000, Shannon Kneidel $400, Lindsey Macey $500, Joanna Timura $650, Lindsay Van Fossen $400, Kelly Whitaker $500 (Budget Line: Stipends $5,850); LPDC - Spring 2018: Joanna Timura $200, Grace Coyne $200, Doug Thompson $200, Sean McKinster $200, Gabby House $200, Eamon McDonnell $200, Christina Cardelini $200, (Budget Line: Stipend $1,400) Music Events - Spring 2018: Lindsey Macey $400, Shannon Jakubczak $400, Lindsey Macey $200, Shannon Jakubczak $200 (Budget Line: Stipends $1,200); Clubs - Spring 2018: John Cycyk $500, Debra Culp $375, Jessica Smith $500, Lindsey Macey $500, Nickolas Pennypacker $875 (Budget Line: Stipends $2,750).
Teri Harrison seconded the motion.
The board **VOTED** unanimously to approve the motion.
(1. The above motion was developed in multiple steps: a) Suzanne McFarland moved and Cathie Leimbach seconded the motion to approve all remaining stipends; b) Fraser Hamilton moved and Cathie Leimbach seconded the motion to amend the above motion by adding "excluding athletic program Pay to Play items". This amendment passed. c) Then the vote was taken on the amended motion and it passed. 2. Throughout these minutes motions made or seconded by Cathie Leimbach at her last meeting as a board member have been accredited to Teri Harrison because after July 1 BOT doesn't acknowledge Cathie as a board member, even though this meeting was held when she was a board member.)

Fraser Hamilton Sr made a motion to approve the Pay to Play coach remuneration as submitted: Sports Coaches - Spring 2018: Katie Theiss $700, Lauren Barker $1250, Gabby House $1250, Rachael Mabe $700; (Budget Line: Pay to Play $3,900).
Teri Harrison seconded the motion.
The board **VOTED** unanimously to approve the motion.
Suzanne McFarland made a motion to pay Rachel Mabe $3,000 for her work as Athletic Director.
Teri Harrison seconded the motion.
The board **VOTED** to approve the motion.

### B. 2018-19 Administrative Staffing

Teri Harrison made a motion to approve the organization chart as presented with the addition of a Student Program Coordinator.
Fraser Hamilton Sr seconded the motion.
The board **VOTED** to approve the motion.
Cathie moved and Fraser seconded approval of the organization chart as presented.

Suzanne moved and Cathie seconded an amendment to add a Student Program Coordinator. The amendment passed.

Then the amended motion passed.

This organization chart has all the Administrative Managers reporting to the Executive Director when MPA has one. In the meantime they will report to the School Director or the Board of Directors as determined by the Board.
Fraser Hamilton Sr left.

### C. Revised Committee Charters

Richard Hronek made a motion to approve the revised Board Committee charters for the Executive, Fund Development, and Marketing & Enrollment Committees.
Teri Harrison seconded the motion.
The board **VOTED** unanimously to approve the motion.

### D. Board Officers & Committee Chairs

Richard Hronek made a motion to elect the following as Board Officers for the 2018-2019 fiscal year: Chair - Teri Harrison, Vice-Chair/Chair-Elect - Carol Ryan, Secretary - Fraser Hamilton.
Teri Harrison seconded the motion.
The board **VOTED** unanimously to approve the motion.
Teri Harrison made a motion to elect the following as Board Committee Chairs: Executive - Teri Harrison, Finance/Audit - Rich Hronek, Fund Development - Fraser Hamilton, Marketing & Enrollment - Carol Ryan, Program Excellence - Suzanne McFarland.
Richard Hronek seconded the motion.

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

## III. Closing Items

### A. Adjourn Meeting

Teri Harrison 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 8:29 PM.

Respectfully Submitted,
Teri Harrison