APPROVED

Menlo Park Academy Governing Board

Minutes

Board Working Session

Date and Time
Thursday January 3, 2019 at 6:00 PM

OUR MISSION: Menlo Park Academy is a public school that nurtures gifted children through an exemplary program and rewarding experiences which develop the whole child.

Directors Present
Carol Ryan, Fraser Hamilton Sr, Richard Hronek, Suzanne McFarland, Teri Harrison

Directors Absent
None

Directors who arrived after the meeting opened
Richard Hronek

Guests Present
Barbee Thomas, Dave Massa, Jeff Jaroscak, Melissa McCarthy

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Teri Harrison called a meeting to order on Thursday Jan 3, 2019 at 6:04 PM.

II. New section

A. Minutes

Fraser Hamilton Sr made a motion to table the vote on the minutes from 12/3/18 and 12/13/18.
Carol Ryan seconded the motion.
The team **VOTED** unanimously to approve the motion.

III. HoS/ED Efforts

A. Details

Board discussed the status of the HOS/ED search efforts. Reviewed prior documents. Enrollment priority driving the need for Communications Director.

B. Sample Documents

Sample documents from other schools were reviewed.

C. Actions & Timeline

Rich Hronek will gather information and prepare a revised job description for the head of school by the next board meeting on January 17th.
Carol Ryan will develop a job description for a Director of Communication before the January 17th meeting.
Rich Hronek will form focus group sessions.
Barbee Thomas and Dave Massa will look into options for a part time development person.

IV. Staff Action Items

A. 11.6 Goals - Update

Richard Hronek arrived.
The document uploaded was not redlined. The item will be discussed at the next meeting.

B. New Hires

Carol Ryan made a motion to table the hiring decision of Carla Biggert pending more information.
Fraser Hamilton Sr seconded the motion.
The team **VOTED** unanimously to approve the motion.
Carol Ryan made a motion to hire Kelly Fortune-Somerville at $10.00 per hour not to exceed 40 hours per week for the duration of the Business Office Associate's leave.
Fraser Hamilton Sr seconded the motion.

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

C. Technology and Internet Acceptable Use Policy (Policy #232)

Fraser Hamilton Sr made a motion to approve the update in the technology policy to include the following: "Damage to or loss of MPA purchased technology (including but not limited to: Chromebooks, iPads, charging carts, charging cube trays, and/or power cords/chargers), whether intentional or unintentional, may result in the student being charged a fee, potentially up to the full repair or replacement cost.".
Carol Ryan seconded the motion.
The team **VOTED** unanimously to approve the motion.

V. Executive Session

A. Executive Session

Fraser Hamilton Sr made a motion to go into executive session to discuss the performance of a public employee.
Richard Hronek seconded the motion.
The team **VOTED** unanimously to approve the motion.

Roll Call	
Richard Hronek	Aye
Suzanne McFarland	Aye
Teri Harrison	Aye
Carol Ryan	Aye
Stacy Stuhldreher	Absent
Fraser Hamilton Sr	Aye

Invited to stay: Jeff Jaroscak and Dave Massa.
Executive session ended at 8:57 pm.
Fraser Hamilton Sr made a motion to retain an independent third party to investigate a complaint made to the board.
Carol Ryan seconded the motion.
The team **VOTED** unanimously to approve the motion.

VI. Closing Items

A. Adjourn Meeting

Carol Ryan made a motion to adjourn the meeting.
Fraser Hamilton Sr seconded the motion.
The team **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