APPROVED

Menlo Park Academy Governing Board

Minutes

Regular Board Meeting

Date and Time
Thursday May 16, 2019 at 5:00 PM

Location
2149 W. 53rd Street, Cleveland, OH 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.

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

Directors Absent
None

Guests Present
Dante Giancola, Dave Massa, Janie Zell, Karen Uthe, Melissa McCarthy, Susan Dornan

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 16, 2019 at 6:00 PM.

II. Compliance Training

A. Public Records 101

Completed by attendees

B. Open Meetings

Completed by attendees.

III. Board Meeting Minutes Approval

A. Minutes from 3/1/18 Meeting

Teri Harrison made a motion to approve minutes from the Working Session on 03-01-18 Working Session on 03-01-18.
Carol Ryan seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Minutes from 9/20/18 Meeting

Teri Harrison made a motion to approve minutes from the Regular Board Meeting on 09-20-18 Regular Board Meeting on 09-20-18.
Carol Ryan seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Minutes from 10/4/18 Meeting

Teri Harrison made a motion to approve minutes from the Board Working Session on 10-04-18 Board Working Session on 10-04-18.
Carol Ryan seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Minutes from 5/2/19 Meeting

Teri Harrison made a motion to approve minutes from the Board Working Session on 05-02-19 Board Working Session on 05-02-19.
Carol Ryan seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Minutes: 4/18/2019

Teri Harrison made a motion to approve minutes from the Regular Board Meeting on 04-18-19 Regular Board Meeting on 04-18-19.
Carol Ryan seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Sponsor Update

A. Sponsor Update

Sponsor Update tabled.

V. Treasurer Report

A. Monthly Financials

Richard Hronek made a motion to acknowledge receipt of the monthly financial statements.
Fraser Hamilton Sr seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. FY20 Budget

Dave Massa reviewed the proposed budget for fiscal year 2020. It is based on the projected enrollment number of 590.
Richard Hronek made a motion to approve the budget as presented.
Fraser Hamilton Sr seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. 5-Year Forecast

Richard Hronek made a motion to approve the 5-year forecast as presented.
Carol Ryan seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. School Director Report

A. Monthly Report

Report presented.

B. EGOP Execution Report

Report presented.

C. Job Description

Fraser Hamilton Sr made a motion to accept the changes to the Admissions Manager job description as presented.
Richard Hronek seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Systems Director Report

A. Sponsor Monthly Enrollment Verification

Fraser Hamilton Sr made a motion to acknowledge review of the monthly enrollment verification.
Carol Ryan seconded the motion.
The board **VOTED** unanimously to approve the motion.

VIII. Communications Director Report

A. Monthly Report

Presented and discussed.

IX. Executive Leadership Team

A. Action Items

B. Enrollment Incentive

Richard Hronek made a motion to accept the staff enrollment incentive plan as presented.
Suzanne McFarland seconded the motion.
The board **VOTED** unanimously to approve the motion.

X. Program Excellence

A. Assurance Reports

B. Conference Proposal

Suzanne McFarland made a motion to approve the concept and structure of the conference as presented.
Richard Hronek seconded the motion.
The board **VOTED** unanimously to approve the motion.

XI. Executive Session

A. Executive Session

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

Roll Call

Carol Ryan	Aye
Teri Harrison	Aye
Fraser Hamilton Sr	Aye
Richard Hronek	Aye
Suzanne McFarland	Aye

Jeff Jaroscak, Stacy Stuhldreher, and Dave Massa were invited to join the session.
Entered into executive session at 7:59pm. Exited at 8:28pm.

B. Executive Session

Fraser Hamilton Sr made a motion to enter into executive session to discuss the appointment of a public official.
Richard Hronek seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Teri Harrison	Aye
Suzanne McFarland	Aye
Richard Hronek	Aye
Fraser Hamilton Sr	Aye
Carol Ryan	Aye

Jeff Jaroscak was invited to join the session. Entered at 8:29pm. Exited at 8:38pm.

C. Faculty Salary Update

Carol Ryan made a motion to correct the fiscal year 2020 salary for Frank O'Grady to include a 2% increase to base.
Fraser Hamilton Sr seconded the motion.
The board **VOTED** unanimously to approve the motion.

XII. Closing Items

A. Board Member Elections

Richard Hronek made a motion to elect Dr. Suzanne McFarland to another 3-year term on the Board of Directors.
Carol Ryan seconded the motion.
The board **VOTED** unanimously to approve the motion.
Fraser Hamilton Sr made a motion to elect Dante Giancola a to a 3-year term as a member of the Board of DIrectors, effective July 1, 2019, pending all sponsor and Menlo policy requirements are met.
Richard Hronek seconded the motion.
The board **VOTED** unanimously to approve the motion.
Fraser Hamilton Sr made a motion to elect Susan Dornan a to a 3-year term as a member of the Board of DIrectors, effective July 1, 2019, pending all sponsor and Menlo policy requirements are met.
Richard Hronek seconded the motion.
The board **VOTED** unanimously to approve the motion.
Suzanne McFarland made a motion to elect Cindy Wang a to a 3-year term as a member of the Board of DIrectors, effective July 1, 2019, pending all sponsor and Menlo policy requirements are met.
Fraser Hamilton Sr seconded the motion.

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

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:12 PM.

Respectfully Submitted,
Fraser Hamilton Sr
Fraser Hamilton Sr made a motion to adjourn the meeting.
Carol Ryan seconded the motion.
The board **VOTED** unanimously to approve the motion.