



# Menlo Park Academy Governing Board

## Minutes

### Regular Board Meeting

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#### Date and Time

Thursday June 20, 2019 at 6:00 PM

#### Location

2149 W. 53rd Street, Cleveland, OH 44102

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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.

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#### Directors Present

Fraser Hamilton Sr, Richard Hronek, Suzanne McFarland, Teri Harrison

#### Directors Absent

Carol Ryan

#### Guests Present

Barbee Thomas, Cindy Wang, Dante Giancola, Dave Massa, Janie Zell, Jeff Jaroscak, Jeremiah Tangen, Karen Uthe, MaryAnn Houghton, Melissa McCarthy, Renee Dornan, Richard Osborne, Shanon Kneidel, Susan Dornan, Tiffany Dux, Tina Pasatta

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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 Jun 20, 2019 at 6:01 PM.

## **II. Public Comments**

### **A. Public Comments**

There were no public comments.

## **III. Board Meeting Minutes Approval**

### **A. Meeting Minutes - 5/16/19**

Fraser Hamilton Sr made a motion to approve minutes from the Regular Board Meeting on 05-16-19 Regular Board Meeting on 05-16-19.

Richard Hronek seconded the motion.

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

### **B. Meeting Minutes - 5/30/19**

Fraser Hamilton Sr made a motion to approve minutes from the Special Meeting on 05-30-19 Special Meeting on 05-30-19.

Richard Hronek seconded the motion.

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

### **C. Meeting Minutes - 6/4/19**

Fraser Hamilton Sr made a motion to approve minutes from the Annual End-of-Year Board & Staff Retreat on 06-04-19 Annual End-of-Year Board & Staff Retreat on 06-04-19.

Richard Hronek seconded the motion.

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

### **D. Meeting Minutes - 6/6/19**

Fraser Hamilton Sr made a motion to approve minutes from the Board Working Session on 06-06-19 Board Working Session on 06-06-19.

Richard Hronek seconded the motion.

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

### **E. Meeting Minutes - 6/12/19**

Fraser Hamilton Sr made a motion to approve minutes from the Special Board Meeting on 06-12-19 Special Board Meeting on 06-12-19.

Richard Hronek seconded the motion.

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

## **IV. Treasurer Report**

#### **A. Monthly Financials**

The May financial report was discussed.

Richard Hronek made a motion to acknowledge receipt of the May financial report.

Fraser Hamilton Sr seconded the motion.

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

### **V. School Operations Reports**

#### **A. Monthly Report**

The directors report was uploaded.

Fraser Hamilton Sr made a motion to approve the third trimester stipends as presented.

Richard Hronek seconded the motion.

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

#### **B. Sponsor Monthly Enrollment Verification**

Fraser Hamilton Sr made a motion to acknowledge receiving the Monthly Enrollment verification report.

Richard Hronek seconded the motion.

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

#### **C. Acceptance of Donated Items**

Fraser Hamilton Sr made a motion to accept the donated items from Magnificat.

Richard Hronek seconded the motion.

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

The Board of Directors would like to thank Magnificat for the donated items.

Fraser Hamilton Sr made a motion to accept the donation of a potted Magnolia.

Suzanne McFarland seconded the motion.

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

Suzanne McFarland made a motion to accept the donation of a wooden train table.

Richard Hronek seconded the motion.

The motion unanimously did not carry.

The Board appreciates the thought of the train table, but due to safety concerns it cannot be accepted.

Jeff Jaroscak arrived.

#### **D. Systems Director report**

Barbee Thomas spoke about summer tasks currently underway with technology, building operations and development.

#### **E. Monthly Report**

Karen Uthe spoke on summer advertising at the movie theaters, a Menlo community day in July, and summer camp shadow day for new students. She also highlighted activities from the Enrollment Growth & Outreach Plan.

Fraser Hamilton Sr made a motion to authorize Karth Uthe to execute the agreement with the Bloomwell group.

Richard Hronek seconded the motion.

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

Fraser Hamilton Sr made a motion to authorize Karen Uthe to enter into an agreement with the web developer of her choice up to \$12,000.

Suzanne McFarland seconded the motion.

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

## **VI. Sponsor Update**

### **A. Sponsor Update**

The Sopnsor Assurances visit will be 6/21/19.

## **VII. New Hires**

### **A. New Hires**

Fraser Hamilton Sr made a motion to approve the hiring of Rachel Schlosser at an annual salary up to \$42,000.

Richard Hronek seconded the motion.

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

## **VIII. Policy Updates**

### **A. Policy 376 Tuition Reimbursement revision, final**

Richard Hronek made a motion to accept the changes to policy 376 Tuition Reimbursement.

Suzanne McFarland seconded the motion.

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

### **B. Winter Policy Updates**

Fraser Hamilton Sr made a motion to approve the winter policy updates as presented with a modification to 148.11 - adding the sentence "All approved crowd-funding campaigns will be consistent with Board approved development plan.".

Richard Hronek seconded the motion.

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

The Winter Policy update:

142 Approval and Monitoring of Budget/Bond;Fiscal Reporting

148.1 Crowdfunding

204.11 Assistance to English Language Learners and Immigrant Students

229 Child Abuse and Neglect  
241.2 Records upon Enrollment  
242.1 Security Provisions for Statewide Assessment Tests  
242.2 Alternate Assessments for Students With Disabilities  
244.1 Graduation Requirements for Classes of 2018, 2019 and 2020 Only  
251 Attendance/Truancy/Withdrawal  
252 Missing and Absent Children  
2641 Anti-Harassment, Intimidation, and Bullying Policy  
273 Expulsion and Suspension Policies  
274 Permanent Exclusion of Non-Disabled Students  
295 Student Surveys  
297 Homeless Children and Youth Policy  
316 Teachers  
317 Educational Assistants/Paraprofessionals  
401 Health Services  
404 Health Examinations and Immunizations  
424.1 Student Suicide

## **IX. Board Actions**

### **A. New Board Member Installation**

Cindy Wang, Susan Dornan and Dante Giancola were installed as new board members.

### **B. Board Officer Elections**

Board Officer elections will happen at the July board meeting.

### **C. 2019-20 Board Meeting Schedule**

Fraser Hamilton Sr made a motion to approve the board calendar with the deletion of the 1/2/20 working session.

Suzanne McFarland seconded the motion.

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

## **X. Executive Leadership Team**

### **A. CMSD Partnership Agreement Renewal**

Fraser Hamilton Sr made a motion to authorize Teri Harrison to execute the CMSD Partnership Agreement Renewal.

Suzanne McFarland seconded the motion.

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

### **B. Administrative Team Updates**

## **XI. Fee Amendment**

#### **A. Treasurer Fee Amendment**

Fraser Hamilton Sr made a motion to authorize Teri Harrison to execute the 2nd addendum to the Fiscal Officer Agreement as presented.

Richard Hronek seconded the motion.

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

### **XII. Executive Session**

#### **A. Executive Session**

Teri Harrison made a motion to enter into Executive session to discuss compensation of a Public Employee.

Fraser Hamilton Sr seconded the motion.

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

##### **Roll Call**

Richard Hronek      Aye

Carol Ryan          Absent

Fraser Hamilton Sr   Aye

Suzanne McFarland   Aye

Entered into Executive session at 7:52 pm.

Invited in were Cindy Wang, Susan Dornan, Dante Giancola, Jeff Jaroscak, Barbee Thomas, Karen Uthe, Dave Massa

### **XIII. New section**

#### **A. Board Action Items**

Fraser Hamilton Sr made a motion to approve a salary of \$52,250 for Nadia Dreger for the 2019-20 school year.

Richard Hronek seconded the motion.

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

Fraser Hamilton Sr made a motion to adjust the organization chart to show the Admissions Manager reporting to the Communications Director.

Richard Hronek seconded the motion.

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

Fraser Hamilton Sr made a motion to approve incentive based compensation plan for Nadia Dreger based on enrollment goals.

Richard Hronek seconded the motion.

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

### **XIV. Closing Items**

#### **A. Adjourn Meeting**

Richard Hronek made a motion to adjourn the meeting.

Suzanne McFarland 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 8:54 PM.

Respectfully Submitted,

Melissa McCarthy