



# Menlo Park Academy Governing Board

## Minutes

### Board Meeting

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#### Date and Time

Thursday November 15, 2018 at 6:00 PM

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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.

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#### Directors Present

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

#### Directors Absent

*None*

#### Non Voting Members Present

Stacy Stuhldreher

#### Guests Present

Barbee Thomas, Dave Massa, Jeff Jaroscak, Jeremiah Tangen, Melissa McCarthy, Michelle Sayer, Renee Dornan, Susan Dornan

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

Carol Ryan called a meeting of the board of directors of Menlo Park Academy Governing Board to order on Thursday Nov 15, 2018 at 6:05 PM.

## **II. Public Comments**

### **A. Public Comments**

There were no public comments.

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

### **A. Minutes of the 11/1/18 Working Session**

Fraser Hamilton Sr made a motion to approve minutes from the Board Working Session on 11-01-18 as amended Board Working Session on 11-01-18.

Richard Hronek seconded the motion.

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

With the amendment of removing Dave Massa's name from section A.

## **IV. Sponsor Update**

### **A. Sponsor Update**

There is a board training available in Columbus on 12/8 coordinated by the Sponsor.

The November monthly review was this week. The student files were audited and teacher's were observed. The monthly visit had no issues.

The board should have received their annual report card from the sponsor today.

Stacy Stuhldreher arrived.

## **V. Treasurer Report**

### **A. Monthly Financials - October**

Teri Harrison made a motion to acknowledge receipt of the October financials.

Richard Hronek seconded the motion.

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

The 2016-2017 audit has been completed and the 17/18 audit is underway.

## **VI. Staff Reports**

### **A. Monthly Report**

The board extends their congratulations to Dae San Kim for his performance in the Northwestern University Midwest Academic Talent Search program.

Barbee Thomas the new Systems Manager gave a update.

We have switched our internet software filtering system and teachers are experiencing less issues.

The Chromebooks acer c720s for grades 2-8 are at least 5 years old and are failing quickly. We are short chromebooks for the current year and the shortage will only increase in the years to come as enrollment increases.

Quotes have been gathered to lease new chromebooks and charging carts.

#### **B. Parent / Student Handbook**

Fraser Hamilton Sr made a motion to table the approval of the Parent/Student handbook.

Richard Hronek seconded the motion.

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

#### **C. October Enrollment Verification**

Each month the school must verify a percentage of the students addresses. In October we verified the addresses of students whose registration forms were flagged for a possible change from the previous school year.

#### **D. Annual Policy Review**

Fraser Hamilton Sr made a motion to table the annual policy review.

Richard Hronek seconded the motion.

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

#### **E. PD Calendar**

The themes of the professional development calendar were presented.

#### **F. Snow Removal Bids**

Fraser Hamilton Sr made a motion to authorize Stacy Stuhldreher to enter into a contract with snow removal services per legal and Fraser Hamilton Sr. review not to exceed \$7500.

Teri Harrison seconded the motion.

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

#### **G. New Hire**

Fraser Hamilton Sr made a motion to hire Shelby Hess for position of teacher for the salary of \$37,000 pending hiring policy requirements.

Richard Hronek seconded the motion.

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

Teri Harrison made a motion to hire Nicole D'Amico at the rate of \$10.00 per hour for Edison Club pending hiring policy requirements.

Richard Hronek seconded the motion.

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

#### **H. Annual Report Draft**

Draft was presented, comments/corrections should be sent to Carol Ryan so the final version can be voted on at the board working session.

#### **I. Grant**

Fraser Hamilton Sr made a motion to to authorize Stacy Stuhldreher to sign the Letter of Agreement for the Project Learning Garden Grant to the development committee.

Richard Hronek seconded the motion.

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

#### **J. Marketing Tasks**

Fraser Hamilton Sr made a motion to table any vote on hiring.

Carol Ryan seconded the motion.

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

Fraser Hamilton Sr made a motion to accept the donation of \$6000 for the purchase of two interactive teaching devices with the boards gratefulness to Tom Shanklin.

Richard Hronek seconded the motion.

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

Fraser Hamilton Sr made a motion to accept a donation of 50 HP laptops from an anonymous donor.

Carol Ryan seconded the motion.

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

Richard Hronek made a motion to accept a donation of 24 Samsung monitors for the computer lab.

Carol Ryan seconded the motion.

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

Fraser Hamilton Sr made a motion to accept the donation of approximately 27 computers from Progressive Insurance.

Carol Ryan seconded the motion.

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

### **VII. Fund Development**

#### **A. Plan Execution Reports**

The Winter Benefit was discussed including auction items, baskets for auction or raffle.

The board will present awards at the Benefit.

## **VIII. Executive**

### **A. Communications**

Streamlining communication was discussed to prevent communication overload for parents.

## **IX. Executive Session**

### **A. Executive Session**

Teri Harrison made a motion to enter into executive session to discuss the performance of a public employee.

Richard Hronek seconded the motion.

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

#### **Roll Call**

Suzanne McFarland Aye

Teri Harrison Aye

Carol Ryan Aye

Fraser Hamilton Sr Aye

Richard Hronek Aye

Jeff Jaroscak, Dave Massa and Stacy Stuhldreher were invited to stay.

## **X. Closing Items**

### **A. Adjourn Meeting**

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