



# Menlo Park Academy Governing Board

## Minutes

### Board Working Session

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#### Date and Time

Thursday February 7, 2019 at 6:00 PM

#### Location

Menlo Park Academy, 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

#### Directors who left before the meeting adjourned

Richard Hronek

#### Non Voting Members Present

Stacy Stuhldreher

#### Guests Present

Barbee Thomas, Heather Ferguson, Jeff Jaroscak, Melissa McCarthy

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#### I. Opening Items

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

Teri Harrison called a meeting to order on Thursday Feb 7, 2019 at 6:07 PM.

**II. Program Items**

**A. Summer Camps**

Summer camp framework proposal was discussed.

**III. Leadership & Administration**

**A. Leadership Search Timing & Process**

The Head of School job description and job posting were discussed.

Jeff Jaroscak arrived.

Richard Hronek left.

The Director of Communications role was discussed. Resumes are being reviewed to determine the top candidates for interview.

**B. Organization Structure**

Suzanne McFarland made a motion to approve the org chart with the systems manager to report to the treasurer until a Head of School is hired.

Fraser Hamilton Sr seconded the motion.

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

**IV. Closing Items**

**A. Adjourn Meeting**

Fraser Hamilton Sr made a motion to adjourn the meeting.

Suzanne McFarland 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,  
Melissa McCarthy