APPROVED

Menlo Park Academy Governing Board

Minutes

Regular Board Meeting

Date and Time
Thursday September 19, 2019 at 6:00 PM

Location
2149 W. 53rd Street, Cleveland, Ohio

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
Cindy Wang, Dante Giancola, Fraser Hamilton Sr, Susan Dornan, Suzanne McFarland, Teri Harrison

Directors Absent
Richard Hronek

Guests Present
Dave Massa, Doug Thompson, Jaclyn Hakko, Jeff Jaroscak, Melissa McCarthy, Rachel Tangen, Renee Dornan, Sarah O'Bryan, Tara Schmitt

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 Sep 19, 2019 at 6:09 PM.

II. Public Comments

A. Public Comments

There were no public comments.

III. Board Meeting Minutes Approval

A. Meeting Minutes-September 16, 2019 Executive Committee Meeting

Suzanne McFarland made a motion to approve minutes from the Executive Committee Meeting on 09-16-19 Executive Committee Meeting on 09-16-19.
Fraser Hamilton Sr seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Meeting Minutes - September 5, 2019 Working Session

Suzanne McFarland made a motion to approve minutes from the Working Session on 09-05-19 Working Session on 09-05-19.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Meeting Minutes -September 2, 2019 Executive Committee Meeting

Suzanne McFarland made a motion to approve minutes from the Executive Committee Meeting on 09-02-19 Executive Committee Meeting on 09-02-19.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Meeting Minutes -August 30, 2019 Executive Committee Meeting

Suzanne McFarland made a motion to approve minutes from the Executive Committee Meeting on 08-30-19 Executive Committee Meeting on 08-30-19.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Sponsor Update

A. Sponsor Update

Jeff Jaroscak talked about the new format of the Sponsor newsletter and ODE updates.

V. Treasurer Report

A.

Monthly Financial Review

Dave Massa discussed the August financials.

B. August 2019 financials

Fraser Hamilton Sr made a motion to acknowledge receipt of the August financials.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. School Operations Reports

A. Head of School Report

Tara Schmitt spoke on the first weeks of school and stipends.
The Board appreciates the hard work of all the staff for a great start to the school year.

B. PSI Agreement

Suzanne McFarland made a motion to authorize Tara Schmitt to execute the agreement with PSI as presented.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Summer 2019 Policy Updates

The updated summer policies were discussed.

D. Diversity Center Agreement

Suzanne McFarland made a motion to authorize Tara Schmitt to execute the agreement with the Diversity Center of Northeast Ohio as presented.
Fraser Hamilton Sr seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. New Hires

Fraser Hamilton Sr made a motion to hire Linda Mensah as teacher for an annual salary of $36.500.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Suzanne McFarland made a motion to hire Staci Young as an aide at rate $14.50 per hour.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Resignation

Let it go on record that the following employees submitted their intent to resign without the consent of the school's governing authority or operator after July 10, 2019 for the 2019-20 school year, which is in violation of ORC 3314.103. The violation will be reported to the Ohio Department of Education: Liz Murray, Menlo Park Academy
Susan Dornan made a motion to acknowledge receipt of the resignation of Liz Murray.
Suzanne McFarland seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Donated items for board approval

Fraser Hamilton Sr made a motion to accept the donation of a pipette and a triple beam balance from Magnificat.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.
The Board thanks Magnificat and is appreciative of their donation.
Fraser Hamilton Sr made a motion to accept the donation of a microwave from Molly Gallagher.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
The Board thanks Molly Gallager for the donation of a microwave for our students to use,
Dante Giancola made a motion to accept the donation of a table from Tiffany Dux.
Fraser Hamilton Sr seconded the motion.
The board **VOTED** unanimously to approve the motion.
The Board would like to thank Tiffany Dux for her donation.

H. Communications Director Report

Tara Schmitt spoke on the Communications update.

I. Admissions Manager Position

No vote is required as of today.

J. Clubs

Fraser Hamilton Sr made a motion to approve the list of clubs as presented assuming the clubs will follow the club policy.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

K. International field trip

Fraser Hamilton Sr made a motion to approve the international trip to Costa Rica as presented.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Board Updates

A. Board Committee Charters

Fraser Hamilton Sr made a motion to approve the updates to the Board Committee Charters as presented.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Board Committee Chairs & Members

Fraser Hamilton Sr made a motion to elect the board committee chairs and members as presented.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.
List each committee with their chair and members here.

C. Board Onboarding

New board member on-boarding checklist was discussed.

D. Board on Track Review

Teri Harrison gave a training on Board on Track for the board members.

VIII. Executive Session

A. Executive Session

Teri Harrison made a motion to enter into executive session to discuss the performance of a public official at 8:27pm.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Teri Harrison	Aye
Richard Hronek	Absent
Suzanne McFarland	Aye
Susan Dornan	Aye
Dante Giancola	Aye
Cindy Wang	Aye
Fraser Hamilton Sr	Aye

Teri Harrison made a motion to exit executive session @ 9:10pm.
Fraser Hamilton Sr seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Suzanne McFarland	Aye

Roll Call

Richard Hronek	Absent
Cindy Wang	Aye
Fraser Hamilton Sr	Aye
Susan Dornan	Aye
Teri Harrison	Aye
Dante Giancola	Aye

IX. Closing Items

A. Adjourn Meeting

Fraser Hamilton Sr made a motion to adjourn the meeting.
Susan Dornan 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 9:10 PM.

Respectfully Submitted,
Susan Dornan