APPROVED

Menlo Park Academy Governing Board

Minutes

Working Session

Date and Time
Thursday August 1, 2019 at 6:00 PM

Location
2149 W. 53rd Street, Cleveland, Ohio

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

Directors Absent
Richard Hronek

Guests Present
Barbee Thomas, Ilona Deli, Jennifer Flasher, Karen Uthe, Melissa McCarthy, Renee Dornan, Sarah Grady, 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 Aug 1, 2019 at 6:07 PM.

II. Volunteer Organization

A. Volunteer Organization/PTA

Susan Dornan and Renee Dornan spoke on implementing a PTO / PTA at Menlo.

III. Action Items

A. New Hires

Fraser Hamilton Sr made a motion to hire Cassandra Sponseller as Director of Curriculum and Gifted Instruction at a salary not to exceed $60,000 per year pending background checks.
Suzanne McFarland seconded the motion.
The board **VOTED** unanimously to approve the motion.
Fraser Hamilton Sr made a motion to hire Jen Ingraham as a contract employee at a rate of $25.00 per hour not to exceed 60 days.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Admin Evals.

Fraser Hamilton Sr made a motion to go into executive session to discuss the performace of a public employee.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

Entered into Executive Session at 6:54 p.m. Invited in: Barbee Thomas, Tata Schmitt, Karen Uthe. Exited Executive Session at 7:14
Teri Harrison made a motion to enter into Executive Session to discuss the performance of a public employee.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Suzanne McFarland	Aye
Fraser Hamilton Sr	Aye

Roll Call

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

Entered into Executive Session at 7:14 p.m. Invited in : Karen Uthe, Tara Schmitt.
Exited Executive Session 7:18 p.m.

Teri Harrison made a motion to increase the salary of Barbee Thomas to $58.000 retroactive from 7/1/19.
Fraser Hamilton Sr seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Camp Nuhop agreement

Suzanne McFarland spoke on a new camp for the 5th grade overnight trip.
Fraser Hamilton Sr made a motion to authorize the agreement with Camp Nuhop as presented.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Board Committees

A. Board Committees

Teri Harrison spoke on the different Board Committees:
Finance Committee, Development Committee, Marketing Committee, Program Excellence Committee, Executive Committee, Adhoc Master Plan Committee.

V. 2019-20 Goals

A. Enrollment Growth

Karen Uthe spoke on an admissions plan.
5-year Enrollment Growth Goal:
Full enrollment based on projections will be achieved by September 1st of each year and maintained throughout the school year.

B. Program Elevation

5-year Program Elevation Goal:
Highly qualified professionals who are knowledgeable on the education of gifted children and embrace the concept of flexible learning spaces, execute the vision and mission with fidelity.

C. Community & Culture

5-year Community & Culture Goal:
Develop a school community dedicated to and focused on creating and sustaining a school culture that reflects inclusion, acceptance and participation that is supported by timely, accurate and transparent communication, opportunities for engagement at all levels, appropriate ways to contribute to the financial well-being of the school and empowering each community member to reflect the school culture.

D. Master Planning

5-year Master Organizational Plan Goal:
Create a master organizational plan for the next 5 years, including updated site design.

VI. Annual Theme

A. Theme

No theme was discussed.

VII. Onboarding

A. Board & Staff Onboarding Plans

Terri Harrison spoke on the onboarding process for Tara Schmitt.

VIII. Closing Items

A. Adjourn Meeting

Suzanne McFarland made a motion to adjourn the meeting.
Dante Giancola 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 8:23 PM.

Respectfully Submitted,
Melissa McCarthy