APPROVED

Menlo Park Academy Governing Board

Minutes

Regular Board Meeting

Date and Time
Thursday March 19, 2020 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
Dante Giancola, Fraser Hamilton Sr, Richard Hronek, Susan Dornan, Suzanne McFarland, Teri Harrison

Directors Absent
None

Guests Present
Dave Massa (remote), Jeff Jaroscak, Melissa McCarthy (remote), Tara Schmitt, Tiffany Randle

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 Mar 19, 2020 at 6:02 PM.

II. Public Comments

A. Public Comments

There are no public comments.

III. Board Meeting Minutes Approval

A. Meeting Minutes-2/20/20

Richard Hronek made a motion to approve the minutes from Regular Board Meeting on 02-20-20.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Meeting Minutes-3/5/20

Richard Hronek made a motion to approve the minutes from Working Session on 03-05-20.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Sponsor Update

A. Sponsor Update

The sponsor has a call with ODE 3 times a week regarding the education requirements with the school closure.

ESCLEW Regional Technical Assistance Educator: Dr. Jeffrey Jaroscak
Month: March 19, 2020
Most recent On-Site Visit: 2-25-20
Next scheduled On- Site Visit: TBD
General Update:

Please review the Sponsor Update for this month. Specifically:

- Review material related to the One Needs Assessment and school quality designation
- Background checks for board members

Please review the results of a financial conference call that took place between the school's treasurer and ESCLEW's Financial Oversight Specialist. No red flags were noted.

Regarding Coronavirus school closure:

ESCLEW remains open, although most employees are working remotely. We continue to support schools as best we can. At this point we are:

- forwarding information from ODE as soon as we get it
- providing links to resources so that schools can engage students
- developing electronic professional development offerings for schools

At this time, ESCLEW has sent a brief survey asking for schools to let us know how they are attempting to provide educational support to students, how they are attempting to serve special education students, and requesting copies of any and all communications that have been sent to parents. We want to review the various ways that schools are attempting to engage students so that we can best determine how to support those efforts.
Please note: At this time it is not mandatory that schools develop a “plan” for engaging students, nor is ESCLEW approving any course of action.

Some items of note:

- School site visits are postponed until further notice
- I will be trying to stay in touch with all school leaders in order to assist in any way possible
- There has been a waiver from the “in person” attendance requirement for board meetings-please consider meeting remotely if possible
- ESCLEW has recently sent some guidance for communicating with special education students-please review that document

V. Treasurer Report

A. Financial Statements - January 2020

Fraser Hamilton Sr made a motion to acknowledge receipt of January 2020 financials.
Suzanne McFarland seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Financial Statements - February 2020

Fraser Hamilton Sr made a motion to acknowledge receipt of February 2020 financials.
Suzanne McFarland seconded the motion.
The board **VOTED** unanimously to approve the motion.
Menlo received the Ohio Auditor of State Award for excellence in financial reporting for the 2019 fiscal year.

C. Health Insurance Option Update

Dave Massa spoke on possible health insurance options for the 20/21 school year.

VI. School Operations Reports

A. Head of School Report

Tara Schmitt presented the Director's report for February 2020.

B. Monthly Enrollment Verification

Fraser Hamilton Sr made a motion to acknowledge verification of the monthly enrollment verification.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Sponsor Policy Updates

Suzanne McFarland made a motion to acknowledge review of the Positive Behavioral Interventions and Supports, Seclusion, and Restraint policy.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Tuition Reimbursement Policy Update

Fraser Hamilton Sr made a motion to accept the proposal to treat the first class of from Ashland's gifted endorsement program as professional development and therefore would not fall under the tuition reimbursement policy. With the following exception: If the teachers do not complete or pass the course the teachers would have to reimburse the school 50% of the cost of the class.
Richard Hronek seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. CQC Update

Fraser Hamilton Sr made a motion to approve the proposed changes to the CQC plan noting that it will apply to teachers only.
Suzanne McFarland seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Stipend Payments: 2nd Trimester

Fraser Hamilton Sr made a motion to pay out the stipends as presented.
Richard Hronek seconded the motion.
Stipends:
RESA Coordinator - Kelly Whittaker $300
Floor Co-Lead Danielle Dachtler $200, Kateland Kacic $200
Athletic Director - Scott Caldwell $750
Mock Trial - Amanda Conti $300, Deb VanDrasik $100
Power of the Pen - Amanda Conti $175

Drama Club Kelly Whittaker $333, Lindsay Macey $333
Scouts - Frank O'Grady $250
RESA Mentors - Beth Turk $500, Brittany Harraman $500, Linda Mensah $500, Shannon Jaubczak x2 $1000, Danielle Dachtler $500, Shanon Knidel $500
RESA Facilitators Danielle Dachtler $150, John Cycyk $150, Doug Thompson $150
RESA Colleagues - John Cycyk $75, Kelly Whittaker x2 $150, Lindsay Macey $75, Doug Thompson $75, Danielle Dachtler $75, Linda Mensah $75,
LPDC Doug Thompson $100, Beth Turk $100, Bridgette Beal $100, Danielle Dachter $100, Grace Coyne $100, Jeanette Louis $100
Edison Club Jenny Polasko $500,
The board **VOTED** unanimously to approve the motion.

VII. COVID-19 Task Force Update

A. Online Learning Continuation Plan

Fraser Hamilton Sr made a motion to accept the proposed educational plan as a good faith effort to provide instruction to students during the announced closure until April 3rd.
Richard Hronek seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Staff Plan - School Closure

Fraser Hamilton Sr made a motion to approve the COVID-19 School closing staffing plan.
Suzanne McFarland seconded the motion.
The board **VOTED** unanimously to approve the motion.
The Board would like to extend their thanks to the Administrative Staff for all of their efforts.

C. 20-21 Enrollment

The enrollment plan for the 20/21 school year was discussed.

D. Faculty Renewal Timing

Tara Schmitt will communicate to the faculty about the renewal timeline.
Recommendations should be presented to the Board at the April 2nd meeting.

E. Safety Plan

Fraser Hamilton presented a preliminary updated safety plan.

VIII. Executive Session

A. Executive Session

No executive session

IX. Closing Items

A. Adjourn Meeting

Fraser Hamilton Sr 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 9:24 PM.

Respectfully Submitted,
Melissa McCarthy