APPROVED

# Menlo Park Academy Governing Board

# Minutes

## Regular Board Meeting

**Date and Time**
Thursday April 16, 2020 at 6:00 PM

**Location**
https://meet.google.com/wcj-zmbp-kec
Dial-in: (US) +1 843-580-8838 PIN: 480 268 492#

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 (remote), Fraser Hamilton Sr (remote), Richard Hronek (remote), Susan Dornan (remote), Suzanne McFarland (remote), Teri Harrison (remote)

**Directors Absent**
*None*

**Guests Present**
Barbee Thomas (remote), Dave Massa (remote), Jeff Jaroscak (remote), Jeremiah Tangen, Melissa McCarthy (remote), Melissa Picone (remote), Tara Schmitt (remote), Tiffany Randle (remote)

### I. Opening Items

#### A. Record Attendance and Guests

Meeting held remotely due to Ohio Stay At Home order during Covid 19 pandemic.

### 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 Apr 16, 2020 at 6:08 PM.

## II. Public Comments

### A. Public Comments

There were no public comments.

## III. Board Meeting Minutes Approval

### A. Meeting Minutes-4/2/20

Fraser Hamilton Sr made a motion to approve the minutes from Working Session on 04-02-20.
Richard Hronek seconded the motion.
The board **VOTED** unanimously to approve the motion.

## IV. Sponsor Update

### A. Sponsor Update

Sponsor Update for Governing Authority
Menlo Park Academy
4-16-20

Site visits and other accountability items:  Due to the coronavirus school closure, we will not be conducting site visits for the time being. School directors should still submit items according to the information below:

- Director’s Reports-reports should be submitted via Epicenter, as always. Any sections that are not applicable (suspensions, attendance information) blank
- Emergency Drill Logs-either submit the log via Epicenter and write School Closed or just enter N/A in the dialog box under the task

Communications from ESCLEW: We will communicate only what we know from ODE. Announcements and other instructions will come from Kurt Aey. I will continue to send weekly updates to boards. These updates will include a review of any updates from ODE and will summarize the available resources for schools.
As always, please contact me with any questions or concerns.

## V. Treasurer Report

### A. Financial Statements - March 2020

Richard Hronek made a motion to acknowledge` receipt of the March financials.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. FY2021 Budget

The projected budget for the 2020-2021 school year was discussed.

## VI. School Operations Reports

### A. Head of School Report

Tara Schmitt presented the Director's report for the month of March.

### B. Monthly Enrollment Verification

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

### C. Communications and Marketing

Tara Schmitt presented the Communications and Marketing report.

### D. summer landscaping contract

Richard Hronek made a motion to authorize Tara Schmitt to execute the agreement with JJ and Sons Lawncare as presented.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

### E. ERate 2020-2021

Barbee Thomas presented the erate report.
Richard Hronek made a motion to authorize Barbee Thomas to execute the agreement with MobileTek as presented.
Susan Dornan seconded the motion.
The board **VOTED** to approve the motion.
Fraser Hamilton Sr made a motion to authorize Barbee Thomas to sign the Bid Matrix as presented.
Richard Hronek seconded the motion.
The board **VOTED** unanimously to approve the motion.

### F. Lifetouch agreement

Fraser Hamilton Sr made a motion to authorize Tara Schmitt to execute the agreement with Lifetouch as presented.
Richard Hronek seconded the motion.
The board **VOTED** unanimously to approve the motion.

## VII. Board Elections

### A. Board Member Installation

Board Member Installations are postponed.

### B. Annual Meeting-Board Member Elections

Richard Hronek made a motion to elect Fraser Hamilton to a 3 year term on the board.
Dante Giancola seconded the motion.
The board **VOTED** to approve the motion.

| **Roll Call** | |
|---|---|
| Fraser Hamilton Sr | Abstain |
| Teri Harrison | Aye |
| Suzanne McFarland | Aye |
| Dante Giancola | Aye |
| Susan Dornan | Aye |
| Richard Hronek | Aye |

Fraser Hamilton Sr made a motion to to elect Teri Harrison to a 3 year term on the board.
Suzanne McFarland seconded the motion.
The board **VOTED** to approve the motion.

| **Roll Call** | |
|---|---|
| Teri Harrison | Abstain |
| Suzanne McFarland | Aye |
| Fraser Hamilton Sr | Aye |
| Dante Giancola | Aye |
| Richard Hronek | Aye |
| Susan Dornan | Aye |

## VIII. Facilities

### A. Basement Repairs

Fraser Hamilton discussed repairs needed in the basement.
Richard Hronek made a motion to authorize Fraser Hamilton to execute agreement with Buckeye Plumbing up to $1000.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B.

**Misc facilities items**

Fraser Hamilton spoke on items needing repairs around the site.

## IX. Policy Alignment

### A. Policy Alignment

Richard Hronek spoke on his progress with the policy alignment project.

## X. COVID-19 Task Force Update

### A. Remote Learning Plan

Tara Schmitt reviewed updates the remote learning plan.

### B. Staff Plan

Tara Schmitt presented updates to the staff plan.

### C. 20-21 Enrollment

Tara Schmitt and Fraser Hamilton discussed the current 20-21 enrollment and a new format for reporting.

### D. Safety Plan

Fraser Hamilton spoke on the Safety Plan.

## XI. Executive Session

### A. Executive Session

Suzanne McFarland made a motion to enter into Executive session to discuss the compensation of a public employee. A roll call vote was taken.
Dante Giancola seconded the motion.
Melissa Picone, Tiffany Randle, Jeff Jaroscak, Tara Schmitt, and Dave Massa invited into Executive Session. Executive session entered into at 7:49pm.
The board **VOTED** unanimously to approve the motion.

| **Roll Call** | |
|---|---|
| Suzanne McFarland | Aye |
| Richard Hronek | Aye |
| Teri Harrison | Aye |
| Susan Dornan | Aye |
| Fraser Hamilton Sr | Aye |
| Dante Giancola | Aye |

Executive Session adjourned at 8:35pm.

Suzanne McFarland made a motion to enter into Executive Session to discuss the performance of a public employee.
Fraser Hamilton Sr seconded the motion.
Tiffany Randle, Melissa Picone, Dave Massa and Jeff Jaroscak invited into Executive Session.
The board **VOTED** to approve the motion.

| **Roll Call** | |
|---|---|
| Dante Giancola | Aye |
| Suzanne McFarland | Aye |
| Susan Dornan | Aye |
| Richard Hronek | Aye |
| Fraser Hamilton Sr | Aye |

Executive Session ended at 9:32pm.

## XII. Closing Items

### A. Adjourn Meeting

Suzanne McFarland made a motion to adjourn meeting.
Richard Hronek seconded the motion.
The board **VOTED** 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 9:32 PM.

Respectfully Submitted,
Susan Dornan