APPROVED

Menlo Park Academy Governing Board

Minutes

Regular Board Meeting

Date and Time
Thursday February 18, 2021 at 6:00 PM

Location
Virtual Meeting:

Meeting ID
meet.google.com/spt-bfjd-jeo

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), Richard Hronek (remote), Susan Dornan (remote), Suzanne McFarland (remote), Teri Harrison (remote), Tiffany Randle (remote)

Directors Absent
Melissa Picone

Directors who arrived after the meeting opened
Dante Giancola

Directors who left before the meeting adjourned
Richard Hronek

Guests Present

Anthony Moujaes (remote), Barbee Thomas (remote), Dave Massa (remote), Jeff Jaroscak (remote), Marilyn Wright (remote), Melissa McCarthy (remote), Rachel Tangen (remote), Sarah O'Bryan (remote), Seamus O'Hara (remote)

I. Opening Items

A. 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 Feb 18, 2021 at 6:02 PM.

B. Record Attendance and Guests

C. Certification of Notice of Meeting

The meeting was properly published and announced.

II. Public Participation

A. Public Comment

There were no public comments.

III. Meeting Minutes

A. Approval of Meeting Minutes 12.03.20

Richard Hronek made a motion to approve the minutes from Working Session on 12-03-20.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approval of Meeting Minutes 1.21.21

Richard Hronek made a motion to approve the minutes from Regular Board Meeting on 01-21-21.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approval of Meeting Minutes 01.30.21

Richard Hronek made a motion to approve the minutes from Board Strategic Goal Review on 01-30-21.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approval of Board Meeting Minutes 02.04.21

Richard Hronek made a motion to approve the minutes from Working Session on 02-04-21.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Sponsor's Report

A. Sponsor's Report

You should have received a link to the October Sponsor Update. As a reminder, the updates
remain posted on the ESCLEW Website. I would like to draw your attention to the following
items contained in the update:

- Live Special Education Office Hours on Mondays from 3:00 -4:00 PM.
- An update on the announcement of Summer Food Service Program Plans
- New requirements for school safety (HB 123)
- Refresher and update on school drill regulations during COVID. (Tornado drills are of special note)
- Keep an eye on your special education indicator notification.
- We are still offering engaging professional development sessions

Other items of note:

- The monthly financial conference call between the school's treasurer and ESCLEW's Financial Oversight Specialist was held. No red flag items or concerns were noted.
- A site visit is scheduled with the school on February 19. Items to be covered include:
  - o Actual enrollment
  - o Attendance procedures
  - o Remote Learning Plan Implementation

V. School Director's Report

A. School Director's Report

Dante Giancola arrived at 6:08 PM.
There were no questions for Samus O'Hara on his January 2021 report.

B. In Person Learning Update

With the addition of more students in the building, step by step streamlined process is being developed.

C. Monthly Enrollment Verification

Susan Dornan made a motion to acknowledge receipt of the January monthly enrollment verification.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. 2021-22 School Calendar

VI. Treasurer's Report

A. Treasurer's Report

Suzanne McFarland made a motion to acknowledge receipt of the financials as presented.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Communications Director's Report

A. Marketing & Enrollment Report

Anthony Moujaes spoke on admission events, and social media reports.

B. Development Report

Anthony Mojaes spoke on the development report. the Spirit wear fundraiser will be ongoing on the website. The annual appeal letters have been sent out.

VIII. Operations Report

A. School Support

Admin mid year reviews are scheduled for next week. There were no questions for Sarah O'Bryan.

B. Operations Lead Report

The food delivery is going well. There were no questions for Barbee Thomas.

IX. Board Committee Reports

A. Advancement

The 20/21 Objectives, Key results and goals were presented. The annual appeal letter has been distributed. Online flower fundraiser will be happening, and a walk-a-thon in the month of May.

B.

COVID-19 Task Force

Susan Dornan spoke on the Covid Task force report. Minor changes to the return to school plan had to be made due to the weather.

C. Finance & Audit

One item discusses was how much of the grant money should be included in this year's budget and how much should be delegated to future years. Also starting on next year's budget.

D. Program Excellence

The 20/21 Objectives, Key results and goals were presented. Suzanne McFarland spoke on teachers and virtual learning.

X. Resolutions for Consideration- Finance

A. Audit Engagement Authorization

Suzanne McFarland made a motion to authorize Teri Harrison to execute the engagement letters with Novogradac & Co. as presented.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

XI. Resolutions for Consideration- Operations

A. Annual Reporting Requirement- Indoor Air Sampling Proposal (Partners Environmental)

Richard Hronek made a motion to Authorize Teri Harrison to execute the agreement with Environmental, Safety, Engineering & Surveying as presented.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Amphitheater Construction Quote- HAM Landscaping

Suzanne McFarland made a motion to authorize Barbee Thomas to accept the proposal from HAM Landscaping as presented.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. ACCEL Schools Consulting Agreement

Susan Dornan made a motion to authorize Teri Harrison to execute the 3rd amendment to the Accel Agreement.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.
Richard Hronek left.

XII. Resolutions for Consideration- Talent

A. Supplemental Position- COVID-19 Coordinator

Dante Giancola made a motion to approve the job description for Coordinator- Covid-19 and stipend as presented.
Suzanne McFarland seconded the motion.
The board **VOTED** unanimously to approve the motion.

XIII. Executive Session

A. Executive Session

Teri Harrison made a motion to enter into executive session to discuss the performance of a public official.
Susan Dornan seconded the motion.
Invited into Executive Session: Sarah O'Bryan, Jeff Jaroscak.
Entered into Executive Session at 8:06pm
Exited Executive Session at 9:01pm
The board **VOTED** to approve the motion.

Roll Call	
Tiffany Randle	Aye
Suzanne McFarland	Aye
Teri Harrison	Aye
Richard Hronek	Absent
Dante Giancola	Aye
Melissa Picone	Absent
Susan Dornan	Aye

XIV. Closing Items

A. Adjourn Meeting

Teri Harrison made a motion to adjourn meeting.
Susan Dornan 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 9:02 PM.

Respectfully Submitted,
Susan Dornan