APPROVED

Menlo Park Academy Governing Board

Minutes

Regular Board Meeting

Date and Time
Thursday June 17, 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

Guests Present
Carol Ryan (remote), Dave Massa (remote), Jeremiah Tangen (remote), Julie Kadri (remote), Marilyn Wright (remote), Melissa McCarthy (remote), Sarah Grady (remote), jkadri@esclakeeriewest.org (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 Jun 17, 2021 at 6:02 PM.

B. Record Attendance and Guests

C. Certification of Notice of Meeting

The meeting was publicly posted.

II. Safe Return to In-Person Learning and Continuity of Services

A. Safe Return to In-Person Learning and Continuity of Services Plan

Tiffany Randle made a motion to approve the safe return to in-person learning and continuity of services plan.
Richard Hronek seconded the motion.
There were no comments made.
The board **VOTED** unanimously to approve the motion.

III. Public Participation

A. Public Comments

There were no public comments.

IV. Meeting Minutes

A. Approve Minutes 3-25-2021 Special Meeting

Richard Hronek made a motion to approve the minutes from Special Meeting on 03-25-21.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approve Minutes 4-15-2021 Regular Board Meeting

Richard Hronek made a motion to approve the minutes from Regular Board Meeting on 04-15-21.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approve Minutes 4-24-2021 Board Strategic Goal Review

Richard Hronek made a motion to approve the minutes from Board Strategic Goal Review on 04-24-21.
Dante Giancola seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Approve Minutes 4-30-2021 Special Meeting

Richard Hronek made a motion to approve the minutes from Special Board Meeting on 04-30-21.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Minutes-5-6-2021 Working Session

Richard Hronek made a motion to approve the minutes from Working Session on 05-06-21.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Approve Minutes-5-20-2021 Regular Board Meeting

Richard Hronek made a motion to approve the minutes from Regular Board Meeting on 05-20-21.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Sponsor's Report

A. Sponsor's Report

The ESCLEW Governing Authority Update featured a review of House Bill 123, the SAVE Students Act. Beginning in the 2021-2022 school year, schools must register with the Safer Ohio School Tip Line or another reporting program that meets specific requirements as well as update the building safety plan to include a Threat Assessment Team. Stakeholders received an invitation and registration information to the ESCLEW Annual Statewide Meeting (Virtual) via email. Board members are welcome to attend any or all sessions throughout the day on August 4, 2021. The Governing Board of ESC of Lake Erie West approved an extension of current contract terms of all sponsored community schools by one additional year. The board met their 11.6 contract goal for the year – Above 75% Attendance Rate of Board Members at Meetings and Work Sessions.
-J. Kadri conducted the May Site Visit with Mr. O'Hara on May 17th that included discussions regarding student enrollment, climate and culture, the Extended Learning Plan, and spring assessments. All monthly compliance items were reviewed and marked compliant for the month of May. Mr. O'Hara submitted Contract Attachment 11.6 evidence for non-academic goal NA.07 Student Discipline and will submit Parent Satisfaction (Goal Above 80% Overall Satisfaction) information when available.

-The ESCLEW financial oversight specialist conducted a monthly meeting with the school treasurer and no red flags were identified. If you have any questions regarding financials, please contact your school treasurer.

VI. Treasurer's Report

A. Treasurer's Report

Dave Massa spoke on the May financials.
Tiffany Randle made a motion to acknowledge receipt of the May financials as presented.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. School Director's Report

A. School Director's Report

There were no questions about the report.

B. Semi- Annual Harassment, Intimidation, and Bullying Report

C. Monthly Enrollment Verification

Dante Giancola made a motion to table the monthly enrollment verification.
Richard Hronek seconded the motion.
The board **VOTED** unanimously to approve the motion.

VIII. Director of Enrollment & Advancement Report

A. Enrollment & Advancement Report

Carol Ryan spoke on the enrollment numbers for the 21-22 school year. On June 26th there will be a Menlo Jr. event to target families with children ages 4-7. K-1 currently has a waitlist.

IX. Board Committee Reports

A. Advancement

Dante Giancola spoke on the final push for Advancement.

B. COVID-19 Task Force

Susan Dornan spoke on the safety procedures for Summer Camp.

C. Finance & Audit

Tiffany Randle spoke on the work of the Finance & Audit committee. They have been working on finding a new treasurer.

D. Program Excellence

Suzanne McFarland spoke on Summer Camp

X. Resolutions for Consideration- Academic & Compliance

A. Extended Learning Plan Update

Richard Hronek made a motion to table the vote on the extended learning plan update.
Suzanne McFarland seconded the motion.
The board **VOTED** unanimously to approve the motion.

XI. Resolutions for Consideration- Operations

A. ITC Contract Renewal- META Solutions

Richard Hronek made a motion to authorize Seamus O'Hara to execute the agreement with META solutions as presented.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Mobile Tek Service Agreement Addendum

Richard Hronek made a motion to table the vote on the mobile tek service agreement addendum.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Johnson Controls Proposal - Exterior Emergency Alert Devices

Susan Dornan made a motion to table the vote for Johnson Controls Proposal.
Suzanne McFarland seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Food Service Solutions Contract

Invoice presented. No action needed at this time.

XII. Resolutions for Consideration- Talent

A. Health Insurance Renewal

B. End of Year Stipends

Tiffany Randle made a motion to approve the stipends as presented in the tracker document with the exception of the club coordinator.
Suzanne McFarland seconded the motion.

Stipends approved: Carla Biggert $2,167, Grace Coyne $133.33, Jenny Polasko $500, John Cycyk $600, Danielle Dachtler $433.33, Brittany Harraman $417.13, Shannon Jakubczak $1,017.12, Shanon Kneidel $733.33, Jeanette Louis $1,350.46, Frank O'Grady $250.25, Nick Pennypacker $417.13, Rachel Schlosser $75.00, Doug Thompson $1,050.46, Beth Turk $133.33, Kelly Whittaker $633.70.
The board **VOTED** unanimously to approve the motion.
Suzanne McFarland made a motion to approve the payment of stipends to teachers who helped with testing as listed below.
Richard Hronek seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Job Description- Fiscal Officer & Finance Coordinator

Suzanne McFarland made a motion to approve the job description for Fiscal Officer & Finance Manager with detailed refinement by the Finance & Audit committee.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. New Hires

Dante Giancola made a motion to hire Shayla Morris for an annual salary of $35,800.
Richard Hronek seconded the motion.
The board **VOTED** unanimously to approve the motion.
Suzanne McFarland made a motion to Hire Sara Kelly for an annual salary of $46,500.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Susan Dornan made a motion to hire Charlie Coddington at an annual salary of $67,500.
Tiffany Randle 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 employee.
Susan Dornan seconded the motion.
Entered in at 8:17pm. Invited in Carol Ryan and Julie Kadri.
Exited Executive Session at 8:47pm
The board **VOTED** unanimously to approve the motion.

Roll Call

Melissa Picone	Absent
Tiffany Randle	Aye
Richard Hronek	Aye
Teri Harrison	Aye
Dante Giancola	Aye

Roll Call	
Suzanne McFarland	Aye
Susan Dornan	Aye

XIV. Administrative Staff Compensation

A. Administrative Staff Compensation FY22

Dante Giancola made a motion to Approve FY22 annual salaries as presented: Cassie Sponseller $62,424.00 David Pannel $47,988.45 Marilyn Wright $41,200 Melissa McCarthy $17.69/hour.
Richard Hronek seconded the motion.
The board **VOTED** unanimously to approve the motion.

XV. Executive Session

A. Executive Session

Teri Harrison made a motion to enter into executive session to discuss the compensation of a public employee.
Susan Dornan seconded the motion.
Entered into exec session at 9:03. Julie Kadri and Carol Ryan invited into exec session.
Exited exec session at 9:33pm
The board **VOTED** unanimously to approve the motion.

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

XVI. Administrative Staff Compensation

A. Compensation FY22

Suzanne McFarland made a motion to award proposed merit increase for Jennifer Ingraham to an annual salary of $50,610.
Richard Hronek seconded the motion.
The board **VOTED** unanimously to approve the motion.
Suzanne McFarland made a motion to award proposed merit increase for Nicole Becher to annual salary of $47,430.
Richard Hronek seconded the motion.
The board **VOTED** unanimously to approve the motion.

XVII. Executive Session

A. Executive Session

Teri Harrison made a motion to enter into executive session to discuss the performance of a public employee.
Dante Giancola seconded the motion.
Julie Kadri invited into Executive Session.
Entered into Executive Session at 9:44pm. Exited Executive Session at 1014pm.
The board **VOTED** unanimously to approve the motion.

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

XVIII. Closing Items

A. Adjourn Meeting

Susan Dornan made a motion to adjourn 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 10:14 PM.

Respectfully Submitted,
Susan Dornan