

APPROVED



## Menlo Park Academy Governing Board

### Minutes

#### Working Session

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**Date and Time**

Thursday November 5, 2020 at 6:00 PM

**Location**

Virtual Meeting

[meet.google.com/efu-bgoj-onx](https://meet.google.com/efu-bgoj-onx)

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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.

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**Directors Present**

Dante Giancola (remote), Melissa Picone (remote), Richard Hronek (remote), Susan Dornan (remote), Suzanne McFarland (remote), Teri Harrison (remote), Tiffany Randle (remote)

**Directors Absent**

*None*

**Guests Present**

Jeff Jaroscak (remote), Marilyn Wright (remote), Melissa McCarthy (remote), Sarah O'Bryan (remote), Seamus O'Hara (remote)

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**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 Nov 5, 2020 at 6:03 PM.

### **B. Record Attendance and Guests**

### **C. Certification of Notice of Meeting**

Board Secretary S. Dornan confirmed that the meeting notice was posted on the school's web site as well as [www.cleveland.com](http://www.cleveland.com).

## **II. Action Items**

### **A. Staff Leave Requests**

Melissa Picone made a motion to approve an unpaid leave of absence for Betty Svoboda, Nicole D'Amico and Liz Wygonski.

Dante Giancola seconded the motion.

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

## **III. Treasurer's Report**

### **A. Monthly Financials - Initial Review**

There was no report at this time.

## **IV. School Director's Report**

### **A. Monthly Enrollment Verification**

### **B. CQC**

Richard Hronek made a motion to Approve CQC bonuses as presented.

Suzanne McFarland seconded the motion.

Shannon Jakubczak \$3,000, Wendy Knipper \$500.00

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

Susan Dornan made a motion to approve and confirm the CQC adjustment as been added to the base pay as presented.

Melissa Picone seconded the motion.

Doug Thompson's annual salary will increase to \$47587.44

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

## **V. Communications Director's Report**

### **A. Marketing & Enrollment Report**

There is no report at this time.

**B. Development Report**

There is no report at this time.

**C. Parent-Student Handbook**

**VI. Operations' Report**

**A. Operations**

The operations team is gathering quotes for products to replace net op. The basement waterproofing project is almost completed. The

**B. School Support**

**VII. Talent Actions**

**A. Accept Resignation**

Richard Hronek made a motion to accept the resignation of Eamon O'Donnell effective 11/3/2020.

Susan Dornan seconded the motion.

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

**B. Penalty Waiver Request**

Suzanne McFarland made a motion to waive any and all penalties for Eamon O'Donnell in regards to terminating his contract.

Richard Hronek seconded the motion.

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

**VIII. Board Committee Reports**

**A. Advancement**

a virtual winter benefit was discussed. The annual appeal was discussed.

**B. COVID-19 Task Force**

The plan to open the building on 11/30 is still progressing.

**C. Finance & Audit**

**D. Program Excellence**

## IX. Old Business

### A. 20-21 Objectives & KRAs

Melissa Picone made a motion to approve the 20-21 objectives & KRA's.

Suzanne McFarland seconded the motion.

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

## X. Executive Session

### A. Executive Session

Teri Harrison made a motion to enter into executive session to discuss pending litigation.

Suzanne McFarland seconded the motion.

Invited in Seamus O'Hara, Sarah O'Bryan, Jeff Jaroscak.

Executive session started at 7:20 p.m.

Executive session ended at 7:28 pm

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

#### Roll Call

Teri Harrison Aye

Richard Hronek Aye

Susan Dornan Aye

Tiffany Randle Aye

Dante Giancola Aye

Suzanne McFarland Aye

Melissa Picone Aye

## XI. Closing Items

### A. Adjourn Meeting

Richard Hronek 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 7:28 PM.

Respectfully Submitted,

Susan Dornan