APPROVED

Menlo Park Academy Governing Board

Minutes

Working Session

Date and Time
Thursday January 7, 2021 at 6:00 PM

Location
Virtual Meeting
meet.google.com/efu-bgoj-onx

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), Melissa Picone (remote), Susan Dornan (remote), Suzanne McFarland (remote), Teri Harrison (remote)

Directors Absent
Richard Hronek, Tiffany Randle

Guests Present
Anthony Moujaes (remote), Jeff Jaroscak (remote), Lesley Gillen (remote), Marilyn Wright (remote), Melissa McCarthy (remote), Sarah O'Bryan (remote), Seamus O'Hara (remote)

I. Location of Meeting

A.

Virtual or Physical Location

Virtual: https://meet.google.com/efu-bgoj-onx

II. 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 Jan 7, 2021 at 6:03 PM.

B. Record Attendance and Guests

C. Certification of Notice of Meeting

III. School Director's Report

A. School Director's Report

There were no questions for Seamus O'Hara about his School Director's report.

B. In Person Learning Update

IV. Communications Director's Report

A. Marketing & Enrollment Report

Anthony Moujaes spoke on the increased involvement of the community on our Facebook page and teacher videos. Also Kris Barnes was interviewed for NEO Parent Magazine. Open Houses, Information nights and Kindergarten readiness days have been scheduled. Niche.com has named Menlo Park Academy as the No. 1 Charter Elementary School and No. 1 Charter Middle School in Ohio for 2021

B. Development Report

Anthony Moujaes spoke on the 2020 Winter Benefit results. We did reach our goal of $25,000. Teri Harrison thanks all the volunteers, teachers and staff for making the Winter Benefit successful.

V. Operations Report

A. School Support

Sarah O'Bryan spoke on her School Consulting report. Improving financial processes such as billing upon enrollment and making sure receipts are sent out upon payments.

B. Operations Lead Report

There were no questions on Barbee's Operation's report.

VI. Board Committee Reports

A. Advancement

There were no quetions for Dante Giancola about the advancement committee meeting.

B. COVID-19 Task Force

Susan Dornan stated there have not been any change in our covid numbers recently. Sarah O'Bryan and Susan Dornan answered questions about vaccines for teachers/school staff.

C. Finance & Audit

There were no questions for Melissa Picone about the Finance & Audit meeting.

D. Program Excellence

There were no questions for Suzanne McFarland.

VII. Resolutions for Consideration- Board of Directors

A. Open meeting and Public Records Training

B. Semi Annual Harassment, Intimidation, and Bullying Report

There were no reports of Harassment, Intimidation or Bullying from July 2020 to January 2021

C. Annual Report on Nutritional Standards

The school is following state law and board adopted policies pertaining to the sale of food and beverage on school premises.

D. 11.6 Goals -2020-2021 School Year

The 11.6 goals were discussed.

E. Fall 2020 Modification #11

Sponsor modifications will be voted on at the regular meeting

VIII. Resolutions for Consideration- Finance

A. School Safety Grant

Menlo has been awarded a school safety grant.

IX. Resolutions for Consideration- Operations

A. Northeast Ohio Parent Contract Review

This would be a continuation of advertising with NEO Parent Magazine.

B. Resolution for the Purchase of N95 Mask Fitting Services- UHHS

Suzanne McFarland made a motion to approve the resolution to partner with University Hospitals Health system for N-95 Mask fitting services.
Melissa Picone seconded the motion.
RESOLUTION OF THE MENLO PARK ACADEMY
GOVERNING AUTHORITY
AUTHORIZING PURCHASE OF N-95 MASK-FITTING SERVICES
WHEREAS, Menlo Park Academy ("the Academy") believes the safety of Academy staff is paramount at all times, but especially during the ongoing COVID-19 pandemic;
WHEREAS, the Academy recognizes that there may be instances in which N-95 mask fitting services, which help ensure the safety of individuals wearing such masks, are necessary for promoting safety in the Academy's facilities;
WHEREAS, the Academy sought quotes from multiple providers and has determined that such services are available at the lowest cost and through an arm's length negotiation through University Hospitals Health System, Inc. ("UHHS");
WHEREAS, the treatment under an arrangement for mask-fitting services from UHHS afforded to the Academy will be the same or better than other entities UHHS services;
WHEREAS, one Governing Authority member, Susan Dornan, is an employee of UHHS who has no interest in the agreement with the Academy and who has no role in carrying out the terms of such agreement;
WHEREAS, Ms. Dornan has notified the Governing Authority of her employment with UHHS and has recused herself from all Governing Authority deliberations and decisions relating to this agreement; and
WHEREAS, the Governing Authority believes mask-fitting services are necessary to the promotion of the Academy's mission;
NOW THEREFORE, BE IT RESOLVED, the Governing Authority approves the proposed agreement with UHHS for N-95 mask fitting services, authorizes the purchase of such services at the quoted price, and authorizes the Governing Authority President and Treasurer to carry out any necessary actions, including execution of necessary documents on the Governing Authority's behalf to carry out the purchase.

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

Roll Call

Susan Dornan	Abstain
Richard Hronek	Absent
Teri Harrison	Aye
Suzanne McFarland	Aye

Roll Call	
Melissa Picone	Aye
Dante Giancola	Aye
Tiffany Randle	Absent

X. Resolutions for Consideration- Talent

A. Staff Leave Requests

One (1) staff member on FMLA leave from January 15, 2021 for up to 12 weeks which is April 9, 2021 • Three (3) staff members teleworking through January 15, 2021 due to childcare needs • Two (2) staff members teleworking through March 4, 2021 due to COVID-related health concerns

B. Resignation- Community Engagement and Enrollment Coordinator

The board acknowledges and recognizes that Jerrid Akinson formally resigned his position as the Community Engagement and Enrollment Coordinator as of 12/22/20

XI. Old Business

A. Supplemental Positions- Stipends

Susan Dornan made a motion to approve the stipends as presented removing the events coordinator and the club coordinator.
Suzanne McFarland seconded the motion.
Approved Stipends: Doug Thompson $416.63, Jeanette Louis $416.63, Brittany Harraman $416.63, Nick Pennypacker $416.63, Shannon Jakubczak $416.63, Kelly Whittaker $333.30, Scott Caldwell $250.00, Amanda Conti $100.00, Doug Thompson $66.67, Grace Coyne $66.67, Jeanette Louis $66.67, Danielle Dachtler $66.67, Beth Turk $66.67, Shanon Kneidel $66.67, Frank O'Grady $250.00,Rachel Schlosser $100.00, Shanon Kneidel $300.00, Beth Turk $200.00, Danielle Dachtler $200.00, Jeanette Louis $200.00, Kateland Kacic $200.00, Amanda Conti $200.00, Natalie Briganti $150.00, Ashley O'Malley $150.00, Missy Long $100.00, Brittany Harraman $50.00, Rachel Schlosser $50.00.
The board **VOTED** unanimously to approve the motion.

XII. Closing Items

A. Adjourn Meeting

Susan Dornan made a motion to adjourn the meeting.
Teri Harrison 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 8:45 PM.

Respectfully Submitted,
Melissa McCarthy