



# Menlo Park Academy Governing Board

## Minutes

### Working Session

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#### Date and Time

Thursday March 4, 2021 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), 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

Tiffany Randle

#### Guests Present

Anthony Moujaes (remote), Jennifer Ingraham (remote), Lesley Gillen (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 Mar 4, 2021 at 6:02 PM.

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

## **II. Discussion Topics**

### **A. 2021-22 Calendar**

A possible 21/22 school calendar was discussed.  
Tiffany Randle arrived at 6:10 PM.

### **B. Budget Revision**

Budget revisions were discussed.

### **C. Staff Mid-Year Performance**

Sarah O'Bryan spoke on the progress of the Admin Team's mid-year review.

## **III. School Director Discussion Items**

### **A. 2021-2022 Teacher Agreement**

Seamus O'Hara presented a copy of the pending 2021-2022 teacher agreement.

### **B. Stipends: 2nd Trimester Payments**

Seamus O'Hara and Marilyn Wright spoke on the stipends for the 2nd trimester.  
Richard Hronek made a motion to approve the 2nd trimester stipends as presented with an adjustment of the annual LPDC stipend to \$300.00 per year.  
Dante Giancola seconded the motion.  
Stipends approved: Carla Biggert \$333, Danielle Dachtler \$100, Brittany Harraman \$416.25, Shannon Jakubczak \$416.25, Shanon Kneidel \$100, Jeanette Louis 516.25, Frank O'Grady \$249.75, Nick Pennypacker \$416.25, Rachel Schlosser \$25, Doug Thompson \$516.25, Beth Turk \$100, Kelly Whittaker \$333.  
The board **VOTED** unanimously to approve the motion.

### **C. Cooking Class Opportunity**

Seamus O'Hara spoke on a possible cooking class opportunity with Edwins Leadership & Restaurant Institute for virtual cooking classes.

## **IV. Communications Director Discussion Items**

**A. Draft Reports**

Currently we are at an 85% reenrollment rate. Anthony Moujases also spoke on the progress of Facebook, Twitter and instagram.

**V. Operations Discussion Items**

**A. Discussion- Storage Space Options**

Sarah O'Bryan spoke on the possibility of off site storage of furniture not currently in use.

**B. Sponsor Transfer Application**

The board is looking into the possibility of transferring sponsorship.

**C. School Mint Interest Tracker**

Sarah O'Bryan spoke on the addition of School Mint to the admission process.

**VI. Board Committee Discussion Items**

**A. Advancement**

The advancement committee will meet before the next meeting.

**B. COVID-19 Task Force**

With a percentage of staff **receiving** their 2nd dose of the vaccine on 3/10, the school will close on 3/11.

**C. Finance & Audit**

The committee will be meeting in 2 weeks.

**D. Program Excellence**

Suzanne McFarland spoke on summer camp.

**VII. Action Items**

**A. Job Descriptions**

Suzanne McFarland made a motion to approve the job descriptions of the enrollment coordinator and Volunteer coordinator as presented.

Susan Dornan seconded the motion.

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

**B. Committee Membership**

**C.**

### **Summer Camps**

Suzanne McFarland made a motion to approve the camp proposal as presented.

Susan Dornan seconded the motion.

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

### **D. Ohio Ceramic Supply Quote- Kiln**

Richard Hronek made a motion to moving forward with Buckeye Ceramic Supply as presented.

Suzanne McFarland seconded the motion.

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

### **E. Web Surveillance Quote- Additional Cameras**

Richard Hronek made a motion to move forward with the proposal from Web Surveillance for 64CH NVR and 5 cameras.

Susan Dornan seconded the motion.

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

### **F. Mobile Tek Proposal (eRate)**

Richard Hronek made a motion to authorize Barbee Thomas to execute the agreement with Mobile Tek as presented.

Susan Dornan seconded the motion.

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

## **VIII. Closing Items**

### **A. Adjourn Meeting**

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,

Melissa McCarthy

Richard Hronek made a motion to adjourn the meeting.

Susan Dornan seconded the motion.

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