APPROVED

Menlo Park Academy Governing Board

Minutes

Board Meeting

Date and Time
Thursday February 18, 2016 at 6:00 PM

Location
MPA

OUR MISSION: Menlo Park Academy is a public school that develops the potential of gifted learners through an exemplary program of rewarding experiences that nurtures the whole child.

Directors Present
Amanda Ross, Cathy Aldrich, Dawn Doran, Fraser Hamilton Sr, Suzanne McFarland, Teri Harrison

Directors Absent
Andrew Hudak, Jehad Deir

Guests Present
Amber Oxley, Beverley Veccia, Dave Massa, Jeff Jaroscak, Jim Kennedy, Lisa Sierk, Melissa Vlasak, Sarah Gunnoe

I. Opening Items

A. **Record Attendance and Guests**

B. **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, 2016 at 6:05 PM.

C. Public Input

Chairwoman Harrison offered to hear public comment. There was no public commentary given at this meeting.

D. Approve Minutes

Cathy Aldrich made a motion to approve minutes from the Board Meeting on 01-21-16 Board Meeting on 01-21-16.
Dawn Doran seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Minutes

Cathy Aldrich made a motion to approve minutes from the Board Strategic/Goal Review Meeting on 01-09-16 Board Strategic/Goal Review Meeting on 01-09-16.
Dawn Doran seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Sponsor Report

A. Sponsor Update

Mr. Jaroscak gave the Sponsor Report. A discussion was had regarding various topics of interest, including meeting notices and cancellations.There was positive comments regarding a recent site visit and Special Ed file review; all appeared in order.

III. Treasurer Report

A. Monthly Financial Statement

Mr. Massa provided the Treasurer Report. The financial statements were brought forward for consideration by the Board. A discussion was had. Expenses were below expectations. The Financial Reports were brought forward for adoption by the Board.
Fraser Hamilton Sr made a motion to Adopt the Financial Report as provided in the meeting materials and as presented.
Amanda Ross seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Expenditure Approval

Ms. Oxley shared the expenditures. A discussion was had regarding school activities. Written expenditure report was passed around for board signature.

IV. School Administration Report

A. Assessment Analysis

The School report card data was brought forward for discussion. There was an error in MPA's data (along with other schools) regarding resubmission of data. The date of MPA's full report card release from the State will be delayed as a result.

B. 9th Grade Survey

Ms. Veccia brought forward discussion regarding the 9th grade survey. Responses were requested by February 17th from interested parties. Approximately 82 responses total were received from parents of students in grades 5 through 8; approximately 22 responses were 'Not Interested'; while approximately 60 responses were in favor of 9th grade for the School. There was discussion regarding when 9th grade could be offered, whether for the 2016/2017 academic year or the 2017/2018 academic year.
Conversation continued regarding the number of potential students for 9th grade; whether combined classes or separate would be cost-effective. School Director and admin team to move forward with determining the course possibilities and communicating same to families.

The testing calendar was brought forward for consideration by the Board. A discussion was had regarding testing standards and scope of testing.

V. Development & Community Relations

A. Capital Campaign

The Capital Campaign Plan was brought forward for consideration by the Board. A discussion was had. Committee plans and the overall goal of approximately $2.5 million were topics of conversation.
Amanda Ross made a motion to approve the Capital Campaign Plan as outlined and overall goal of $2.5 million.
Fraser Hamilton Sr seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Amanda Ross	Aye
Suzanne McFarland	Aye
Andrew Hudak	Absent
Fraser Hamilton Sr	Aye
Dawn Doran	Aye
Jehad Deir	Absent
Teri Harrison	Aye
Allen Mix	Absent
Cathy Aldrich	Absent

Secretary Aldrich temporarily absent and not present for vote; The Motion passed by unanimous affirmative vote of members present.

B. Updates

Ms. Ross provided an update on fund raising activities. Approximately two-thrids of the total goal has been raised to date; The Winter Concert and Cleveland Browns fundraisers contributed to the total raised for the School activities.

VI. Facility Expansion

A. Project Update

Mr. Hamilton provided the Facility Update. There was discussion regarding financing and anticipated construction bids. A report on various aspects of the facility expansion is anticipated for presentation to the Board at an upcoming meeting.

VII. Finance

A. Audit Update

The Finance Update was brought forward for discussion. The Board agreed the topic was addressed in Mr. Massa's report.

B. FY2017 Budget

The FY 2017 budget draft is anticipated for Board consideration at the March 17, 2016 Board meeting.

VIII. Governance Committee

A. Board Succession Planning

The report by the Governance Committee will be provided at a future Board meeting.

IX. HR

A. Performance Assessments

Ms. Doran gave an update on the staff Performance Assessment plans. Faculty renewals should be completed by admin before spring break and voted on at the next board meeting.

X. Program Excellence

A. Assessment Tool

The Program Excellence Committee Report and consideration of the Assessment Tool will be brought forward for discussion and consideration at a future Board meeting.

XI. Other Business

A. Committee Appointment

Suzanne McFarland made a motion to appoint Susan Zambo to membership of the Program Excellence Committee.
Amanda Ross seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Cathy Aldrich	Absent
Suzanne Hanselman	Absent
Jehad Deir	Absent
Amanda Ross	Aye
Fraser Hamilton Sr	Aye
Teri Harrison	Aye
Suzanne McFarland	Aye
Dawn Doran	Aye
Andrew Hudak	Absent
Allen Mix	Absent

Secretary Aldrich absent temporarily and not present for vote; the Motion passed by majority vote of members present.

B. Executive Session

The topic of Executive Session was brought forward for consideration by the Board. A discussion was had.
Dawn Doran made a motion to enter Executive Session to discuss with designated legal counsel pending or imminent court action. A roll call vote was taken.
Teri Harrison seconded the motion.
The board **VOTED** unanimously to approve the motion.
Secretary Aldrich temporarily absent and not present for vote.

The Board entered Executive Session at 7:41 p.m.

Board Members in Attendance in Executive Session: T. Harrison, D. Doran, F. Hamilton, S. McFarland, A. Ross
Invited to Attend Executive Session: J. Jaroscak, S. Gunnoe and Attorney N. Sarkar by phone.
Member C. Aldrich returned and joined Executive Session while Executive Session underway.

The Board returned from Executive Session at 8:22 p.m.

XII. 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 8:25 PM.

Respectfully Submitted,
Anne Trakas
Fraser Hamilton Sr made a motion to adjourn the meeting.
Cathy Aldrich seconded the motion.
The board **VOTED** unanimously to approve the motion.