APPROVED

Menlo Park Academy Governing Board

Minutes

Board Meeting

Regular Meeting

Date and Time
Thursday September 16, 2021 at 6:00 PM

Location
2149 W. 53rd Street
Cleveland, OH

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

Directors Absent
None

Guests Present
Allison Lentz, Angela Giancola, April Carson, Carol Ryan (remote), Catherine Klueber, Charlie Coddington (remote), David Sekorky, Jeff Zaye (remote), Jennifer Sekorky, Lea Maxwell, Rachel Tangen, Richard Hronek, Sarah Grady

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 Sep 16, 2021 at 6:13 PM.

B. Record Attendance and Guests

C. Certification of Notice of Meeting

Susan Dornan certified that meeting was publicly posted.

II. Public Participation

A. Public Comments

Public comments were made by 2 parents.

III. Meeting Minutes

A. Approve Minutes 8-8-2021 Board Meeting

Dante Giancola made a motion to approve the minutes from Meeting on 08-08-21.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approve Minutes 8/19/21 Board Meeting

Dante Giancola made a motion to approve the minutes from Board Meeting on 08-19-21.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approve Minutes-9-2-2021 Board Working Session

Dante Giancola made a motion to approve the minutes from Board Meeting on 09-02-21.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approval of Minutes 9/7/2021 Special Meeting

Dante Giancola made a motion to approve the minutes from Special Meeting on 09-07-21.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Sponsor's Report

A. Sponsor's Report

Sponser updates were provided, including:
ESCLEW's September Sponsor Newsletter was emailed at the beginning of the month. If a copy was not received, please verify the email in which to send communication. Highlights for Governing Authority Members included: a copy of the Community Schools Stakeholders Roles and Responsibilities, which is required to share with Governing Authority members on an annual basis.
Reminder: All Governing Authority meetings are to be held in an in-person format. In the case that a board member is unable to attend in person and chooses to attend the meeting via a virtual platform, the virtual governing authority member will not count as quorum and is unable to vote on any school action items. The board member is allowed to participate in the discussion and the meeting as a member of the public.
The ESCLEW will be hosting a virtual Open Meetings / Public Records training on Saturday October 16th from 9am – 12pm. This will be completed via Zoom platform and attendance at this training will complete the annual Open meeting training requirement for the 2021 – 2022 school year. Registration for this training will be coming to your emails soon.

V. Treasurer's Report

A. Treasurer's Report

Jeff Zaye provided and discussed the treasurer's report. Bill.com should be functional by next week. Will be starting on 21-22 budget in near future.

B. August Financials

Dante Giancola made a motion to acknowledge receipt of August financials.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. June & July Financials

Susan Dornan made a motion to acknowledge receipt of June and July financials.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. School Director's Report

A. School Director's Report

Dr. Hronek provided the School Director's report. As new interim Director, he is familiarizing himself with staff and daily practices. There is a PD day tomorrow. There are two candidates for 4th and 5th grade teaching positions.

VII. Director of Enrollment & Advancement Report

A.

Enrollment & Advancement Report

Carol Ryan provided the Enrollment and Advancement report. Student enrollment efforts continue. The Menlo Park website is being modified for updated look and improve the donation page. Advancement grant for NEO Sewer was submitted. Annual Appeal launching soon. Back to School Bash was successful . Trunk or Treat being planned for the Fall.

VIII. Operations Manager Report

A. Monthly Report

Charlie Coddington provided the Operations Manager report.

B. Monthly Enrollment Verification

Susan Dornan made a motion to acknowledge receipt of monthly enrollment verification.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

IX. Board Committee Reports

A. Advancement

Dante Giancola spoke on Advancement committee. Nothing to add outside of Advancement report above.

B. COVID-19 Task Force

COVID Task Force report reviewed by Susan Dornan as presented.

C. Finance & Audit

Tiffany Randle spoke on the Finance and Audit committee. The new billing system is up. Employee benefits enrollment ends 9/30/2021. It was noted that change to Trinet was made to save staff money on benefits.

D. Program Excellence

Suzanne McFarland spoke on Program Excellence committee. There is a meeting the last week of September. Information is being sent out to parents about interest in PEC.

X. Resolutions for Consideration- Academic & Compliance

A. Student Clubs

Susan Dornan made a motion to approve all clubs as presented.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

XI. Resolutions for Consideration- Talent

A. New Hires

Dante Giancola made a motion to hire Jonathan Howitt as a teacher for an annual salary of $40,000.
Melissa Picone seconded the motion.
The board **VOTED** unanimously to approve the motion.
Tiffany Randle made a motion to hire Jennifer Wooley as a teacher for an annual salary of $45,000.
Melissa Picone seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Additional Compensation

Susan Dornan made a motion to approve stipends as presnted for a total of $1660.00.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Dante Giancola made a motion to accept testing stipends as presented.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Revised Agreement

Tiffany Randle made a motion to authorize Teri Harrison to sign revised consulting agreement with Dr. Hronek.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. New Position

Dante Giancola made a motion to approve the job description of HR/Finance advisor.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

XII. Executive Session

A. Executive Session

Dante Giancola made a motion to enter into executive session to discuss the compensation of a public employee.
Tiffany Randle seconded the motion.
Executive session was entered at 7:16pm
Dr. Hronek, Allison Lentz, and Carol Ryan were invited into executive session.
Exited from executive session at 7:30pm
The board **VOTED** unanimously to approve the motion.

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

XIII. Enrollment Considerations

A. Stipend Compensation

Dante Giancola made a motion to pay Jen Ingraham stipend as presented.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.
Tiffany Randle made a motion to extend the enrollment incentive program until due date of October ODE report.
Dante Giancola seconded the motion.
This is a one time extension due to extenuating circumstances of this year.
The board **VOTED** unanimously to approve the motion.

XIV. Resignation

A. Resignation-Amy Krieger

Melissa Picone made a motion to acknowledge the resignation of Amy Krieger, last day October 1.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

XV. Employment Proposal

A. Employment Proposal

Motion requested to authorize Teri Harrison to engage in employment proposal for podcasting service. No motion was made. Motion denied.

XVI. Closing Items

A. Adjourn Meeting

Dante Giancola made a motion to adjourn meeting.
Susan Dornan 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 7:35 PM.

Respectfully Submitted,
Susan Dornan