APPROVED

Menlo Park Academy Governing Board

Minutes

Board Meeting

Regular Meeting

Date and Time
Thursday October 28, 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, Carol Ryan (remote), Catherine D'Cruz, Charlie Coddington (remote), James Beatty, Jeff Zaye (remote), Jennifer Sekorky, Rachel Tangen, Richard Hronek

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 Oct 28, 2021 at 6:02 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

1 parent made a public comment regarding concerns about algebra and geometry curriculum.

III. Meeting Minutes

A. Approve Minutes - 9/16/21 Regular Meeting

Dante Giancola made a motion to approve the minutes from Board Meeting on 09-16-21.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Sponsor's Report

A. Sponsor's Report

Allison Lentz provided the Sponser's Report. The September site visit to the school occurred on 09/21/2021. During this visit all monthly compliance items were reviewed and marked compliant.
The climate and culture of the building was positive, the teachers and administrators are focusing on providing the best education to students. The October site visit was Thursday, October 21st, all monthly compliance items were reviewed and marked compliant as well.
No red flags from financial consultant.

V. Treasurer's Report

A. Treasurer's Report

Mr. Zaye presented the treasurer's report. The FTE is up 30%. Wages and Benefits are up 14%. Family Billing moved to Bill.com and the TriNet payroll/benefits conversion is up and running. ESSER grants remain in E2 and E3. E3 can be carried over.

B.

September Financials

Dante Giancola made a motion to acknowledge receipt of the September 2021 Financial Report.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. FY21 Audit

Ms. Harrison reviewed Rea and Associates audit engagement letter.

D. 2021-22 Budget

Mr. Zaye reviewed the MPA May 2021 5 year forecast.
Melissa Picone made a motion to approve 2020-2021 budget update as presented.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. School Director's Report

A. School Director's Report

Dr. Hronek presented the School Director's report. A lot of progress has been made on staffing. A sidewalk is being poured for the students at the bus doors for cost of materials. The Intervention teams have met to discussion Special Education needs and IATs. Staff meetings completed by floor to discuss concerns and needs. The PSI screening is completed. Upcoming events are the Halloween parade and party following COVID protocols. The HS math teacher is receiving curriculum professional development, observations and coaching by the Assistant Director. Communication regarding the new curriculum, Kendall Hunt, will be sent out to parents.

VII. Enrollment & Advancement Report

A. Enrollment & Advancement Report

Trunk or Treat event occurred at MPA and was successful with over 200 participants.

VIII. Operations Report

A. Monthly Report

Mr. Coddington reviewed the Monthly Operations report as presented.

B. Monthly Enrollment Verification

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

IX. Board Committee Reports

A. Advancement

Mr. Giancola stated that regular meetings regarding ongoing advancement opportunities continue. Winter concert and benefit in December.

B. COVID-19 Task Force

Survey to be sent to parents to judge interest in MPA being a vaccine site. The ODH "Mask to Stay/Test to Play" option was reviewed with the Board. Updates made in October 2021 to the MPA Safe Return Plan, were reviewed with the Board with no objection. Voluntary in-building COVID-19 testing has begun and going well.
Tiffany Randle made a motion to approve LEA ESSER Use of Funds plan as presented.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Finance & Audit

Ms. Randle reported that the committee met recently to review the emergency budget and is working on reorganizing the budget to make it more user friendly. The Trinet deductible is updated and looking into additional features such as teacher evaluation tracking and the PD training system.

D. Program Excellence

PEC recently discussed the Resident Educator program. New procedures for the IAT system have been put into place.

X. Resolutions for Consideration- Academic & Compliance

A. 2020-21 Annual Report

Dante Giancola made a motion to table 2020-2021 Annual Report.
Susan Dornan seconded the motion.
Not able to be presented due to unforseen circumstances.
The board **VOTED** unanimously to approve the motion.

B. PSI Contract Adjustment

Melissa Picone made a motion to authorize Dr. Hronek to execute PSI Services' Change Form as presented.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. ESCLEW Contract Modification 12

Board to review ESCLEW Contract Modifications for future vote

XI. Resolutions for Consideration- Finance

A. Donation

Melissa Picone made a motion to accept $5,000 charitable donation with condition the monies be used for interactive TV displays.
Dante Giancola seconded the motion.
The Board expressed their gratitude to the Bernice R. Shanklin Charitable Foundation
The board **VOTED** unanimously to approve the motion.

XII. Resolutions for Consideration- Operations

A. Building Improvement

Melissa Picone made a motion to authorize Charlie Coddington to execute agreements for tuck pointing as presented.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

XIII. Resolutions for Consideration- Talent

A. New Hires

Melissa Picone made a motion to hire Leah Strejcek for Spanish 2 Teacher, office assistant for an annual salary of $35,000 as of 10/12/2021.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Melissa Picone made a motion to hire Corinne Miller as a teacher for an annual salary of $43,500 as of 10/12/2021.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Melissa Picone made a motion to hire John Gregory as a 1-on-1 Aide for $15/hour as of 10/15/2021.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Melissa Picone made a motion to hire Jessica Wilcox as a teacher for an annual salary of $42,000 + $2000 signing bonus.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Melissa Picone made a motion to hire Brianna Nichols as a 1-on-1 Aide for $15/hour.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Melissa Picone made a motion to hire James Beatty as interim Asst. Director at an annual salary of $85,000 effective 10/18/2021.
Dante Giancola seconded the motion.

The board **VOTED** unanimously to approve the motion.
Melissa Picone made a motion to hire Madhurima Maliik-Banerjee for Finance and HR Coordinator with a change in hourly rate to $22/hour.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Melissa Picone made a motion to hire Nicole D'Amico as a 1-on1 Aide for $15/hour.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Melissa Picone made a motion to hire Kiara Vason as a full-time building sub for an annual salary of $30,000.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Melissa Picone made a motion to allow Doug MacGregor and Blake Favalon to teach outside of subject licensure.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Resignation

Susan Dornan made a motion to acknowledge receipt of resignation from Amy Krieger, Paige Baublitz-Watkins, Sarah Duplaga, and Shayla Morris.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. New Positions

Melissa Picone made a motion to approve the Assistant Director job description as presented.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Susan Dornan made a motion to approve changes to Director of Curriculum and Gifted Program job description as presented.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Dante Giancola made a motion to add position and job description of Manager of Gifted Instruction.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.
Tiffany Randle made a motion to hire Sh'Annon Caldwell as Director of Curriculum and Gifted Program at an annual salary up to $80,000.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Dante Giancola made a motion to hire Shannon Gallagher as Manager of Gifted Instruction for an annual salary of $65,000.
Susan Dornan seconded the motion.

The board **VOTED** unanimously to approve the motion.
Tiffany Randle made a motion to hire Carol Stansbury as TESOL teacher for an annual salary up to $45,000.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. CQC Bonus

Melissa Picone made a motion to approve CQC bonuses as approved.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

XIV. Old Business

A. Ratify Actions

No additional items were ratified

XV. New Business

A. Charter Modification 12

Will be voted on during the November meeting.

B. Faculty Compensation Survey

Staff survey given regarding pay equity between returning staff and new hires. The board will be look further into this as there are some staff concerns. Survey was taken by almost 100% off staff.

XVI. Executive Session

A. Executive Session

No executive session.

XVII. Closing Items

A. Adjourn Meeting

Melissa Picone 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 8:08 PM.

Respectfully Submitted,
Susan Dornan