APPROVED

Menlo Park Academy Governing Board

Minutes

Board Meeting

Regular Meeting

Date and Time
Tuesday December 14, 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
Susan Dornan, Suzanne McFarland, Teri Harrison, Tiffany Randle

Directors Absent
Dante Giancola, Melissa Picone

Guests Present
Allison Lentz, Brandi Larson, Carol Ryan, Charlie Coddington (remote), James Beatty, Jeff Zaye (remote), Marilyn Wright (remote), 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 Tuesday Dec 14, 2021 at 6:35 PM.

B. Record Attendance and Guests

C. Certification of Notice of Meeting

II. Public Participation

A. Public Comments

A public comment was made by Sarah Grady.

III. Meeting Minutes

A. Approve Minutes-11-18-2021 Board Meeting

Susan Dornan made a motion to approve the minutes from Regular Board Meeting on 11-18-21.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.

B. Meeting Minutes-12/02/21 Board Meeting

Susan Dornan made a motion to approve the minutes from Board Meeting on 12-02-21.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.

IV. Sponsor's Report

A. Sponsor's Report

Allison Lentz provided the monthly sponsor update.

V. Treasurer's Report

A. Treasurer's Report

Jeff Zaye provided the financial update.

B. November Financials

Susan Dornan made a motion to approve November financials.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.

VI. School Director's Report

A.

School Director's Report

Dr. Hronek provided the school director's report.

VII. Enrollment & Advancement Report

A. Enrollment & Advancement Report

Carol Ryan provided enrollment and advancement updates.

VIII. Operations Report

A. Monthly Report

Charlie Coddington provided operations updates.

B. Monthly Enrollment Verification

Tiffany Randle made a motion to approve the November enrollment verification report.
Susan Dornan seconded the motion.
The board **VOTED** to approve the motion.

IX. Board Committee Reports

A. Program Excellence

Suzanne provided Program Excellence updates.

B. Finance & Audit

There were no new finance and audit updates.

C. COVID-19 Task Force

Susan Dornan provided COVID-19 Task Force updates.

D. Advancement

X. Resolutions for Consideration- Academic & Compliance

A. Field Trips

Susan Dornan made a motion to table the vote for the Washington DC field trip.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.

B. Clubs

Susan Dornan made a motion to approve the 3 new clubs as presented.
Tiffany Randle seconded the motion.

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

XI. Resolutions for Consideration- Finance

A. Staff Bonuses

Tiffany Randle made a motion to approve the payment of staff bonuses as presented.
Susan Dornan seconded the motion.
The board **VOTED** to approve the motion.

XII. Resolutions for Consideration- Talent

A. New Hires

Susan Dornan made a motion to approve Phenycia Haynes as the front office coordinator for an hourly rate of $20/hr.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.

B. Resignation

Susan Dornan made a motion to change David Berenson's resignation date to January 31, 2022.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.
Susan Dornan made a motion to accept the resignation of Kateland Kacic effective 12/14.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.
Tiffany Randle made a motion to accept the resignation of Brianna Nichols effective 12/17/21.
Susan Dornan seconded the motion.
The board **VOTED** to approve the motion.

C. New Positions

XIII. Old Business

A. SWOT Analysis/OKRs

Tiffany Randle made a motion to approve the 21/22 OKR's as presented.
Susan Dornan seconded the motion.
The board **VOTED** to approve the motion.
Teri Harrison held a discussion regarding SWOT Analysis findings and OKRs.

XIV. Executive Session

A.

Executive Session

There was no Executive session.

XV. 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 9:00 PM.

Respectfully Submitted,
Teri Harrison