APPROVED

Menlo Park Academy Governing Board

Minutes

Regular Board Meeting

Regular Meeting

Date and Time
Thursday February 24, 2022 at 6:00 PM

Location
Virtual Meeting
https://meet.google.com/uta-ivjb-xti

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

Directors Absent
None

Guests Present
Allison Lentz (remote), Angela Manella (remote), April Carson (remote), Ashley Kalish (remote), Ashley O'Malley (remote), Becky Karkoff (remote), Beth Turk (remote), Brandi Larsen (remote), Brittany Geideman (remote), Brittany Harraman (remote), Carey Wentzel (remote), Carla Schober (remote), Carol Ryan (remote), Catherine D'Cruz (remote), Chandra Lubben (remote), Cynthia Dade (remote), Daniel Pernod (remote), Elizabeth Glorioso (remote), Gelina Jamnicky (remote), Jaclyn Beyers (remote), James Beatty (remote), Jeff Zaye (remote), Jen Abbas De

Jong (remote), Jennifer Sekorky (remote), Joel Hageman (remote), Karen Sacco (remote), Kathy Adams-Case (remote), Kelli Appling (remote), Kelly Whittaker (remote), Kendra Blackburn (remote), Kimberley Mahoney (remote), Kyle Green (remote), Latha Ess (remote), Liz Honold (remote), Marilyn Wright (remote), Maz D'Cruz (remote), Megan Forshey (remote), Michele Spasic (remote), Michelle Hudak (remote), Nate Honold (remote), Nicole Shedden (remote), Nina Verma Chabbra (remote), Nipun Chhabra (remote), Noelle Nowakowski (remote), Rachel Tangen (remote), Richard Hronek (remote), Ruth Milne (remote), Sabrina Fernandez (remote), Sarah Grady (remote), Sarah O'Bryan (remote), Scott Robinson (remote), Sh'Annon Caldwell (remote), Shanon Kneidel (remote), Staci Young (remote), Veronica King (remote)

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 Feb 24, 2022 at 6:01 PM.

B. Record Attendance and Guests

C. Certification of Notice of Meeting

Susan Dornan certified the notice of the meeting was publicly posted.

II. Public Participation

A. Public Comments

Elizabeth Glorioso made a public comment stating follow up to the parent meeting regarding HS math instruction has not materialized. Reports inconsistency in assignments, grading and instruction, as well as a lack of communication between staff and parents.
Latha Srinivasan made a public comment regarding math instruction and concern that students are not getting a proper foundation. Request made for a weekly syllabus to ensure content is being taught to prepare students for testing. Implored the board to take some action to rectify this ongoing situation.
Kelli Appling made a public comment regarding disorganization and lack of communication to families. States information is gained from other parents via social media. Reports that school leadership has not responded to emails.
Kathy Adams-Case made a public comment that she is experiencing a lack of communication and perceives a disorganization within the school. Did not get a response from the school director about a problem with a teacher in December. She states she forwarded this complaint to the board and also did not yet receive a response.

III. Meeting Minutes

A.

Approve Minutes-1/25/2022 Regular Board Meeting

Melissa Picone made a motion to approve the minutes from Board Meeting on 01-25-22.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.

B. Approve Minutes-2/5/2022 Strategic Planning Session

Melissa Picone made a motion to approve the minutes from Board Meeting on 02-05-22.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.

IV. Sponsor's Report

A. Sponsor's Report

Sponsor representative Allison Lentz discussed the sponsor's report. Reminder that students need to receive a minimum of 920 instructional hours in order to receive full funding. Senate Bill 229 specifies that the school report cards will not be reporting chronic absenteeism this year. During January site visit a Special Education file review was conducted with no red flags to report.

V. Treasurer's Report

A. Treasurer's Report

Jeff Zaye provided the January 2022 treasurer's report. There will be a revision to the 5 year forecast in May, not expecting significant changes. New reimbursement formula started in January. Initial review shows that the new formula results in less funding for Menlo. Mr. Zaye will look into this further and follow up with detailed information.

B. January Financials

Tiffany Randle made a motion to acknowledge receipt of the January financials.
Melissa Picone 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. Dr. Hronek apologized if he missed any parent emails. Review of program updates, events and activities including March 4th in-service day. Working on planning intersession time period.

B. Student Assessment Results

Ms. Caldwell presented information on the NWEA MAP assessment results for Fall and Winter.

C. HS Math Program Update

Sh'Annon Caldwell provided the HS Math program update. ALEKs results from lessons and assessments reviewed. A monthly parent meeting is to be held with parents, teacher, and leadership.

VII. Enrollment & Advancement Report

A. Enrollment & Advancement Report

Carol Ryan provided the enrollment and advancement report. Current enrollment is 595 students. Re-Enrollment is at 88%. Several upcoming events, including one with Dr. Rimm with nearby preschools on April 5, 2022. The MPA website has some updates and is seeing an increase in traffic.

B. NEO Parent Magazine Agreement

Dante Giancola made a motion to authorize Carol Ryan to execute the agreement with NEO Parent Magazine as presented.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.

VIII. Operations Report

A. Monthly Report

Charlie Coddington could not attend the meeting. Teri Harrison reviewed and shared updates for the operations report. Current enrollment 595 students, no unemployment claims, no workman's compensation claims, 1 EMIS flag that was resolved.

B. Monthly Enrollment Verification

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

IX. Board Committee Reports

A. Program Excellence

Dr. McFarland provided updates regarding the Program Excellence Committee. Regular meetings will be scheduled. They will work on goals aligned with the OKRs, including a curriculum review and HS math challenges.

B. Finance & Audit

Tiffany Randle and Melissa Picone provided finance and audit updates. Meetings are being set up with TriNet so that the school can understand their finance process. Regular meetings will be scheduled.

C. COVID-19 Task Force

Susan Dornan provided COVID-19 Task Force updates. No current cases of COVID. No change in recommendations at this time.

D. Advancement

Dante Giancola provided Advancement updates.
Melissa Picone made a motion to accept a $7,000 donation from the Weiss Family Foundation, targeted towards equipment needed for student-led podcasting efforts.
Susan Dornan seconded the motion.
The board **VOTED** to approve the motion.

E. Leader Search

Dr. McFarland shared updates regarding the school leader search. Community participation and a proposed timeline were reviewed. Target is to have completed by end of June.

X. Resolutions for Consideration- Academic & Compliance

A. Field Trips

Dante Giancola made a motion to approve Dr. Hronek to execute the agreement with Nowak tours regarding the Washington D.C. Trip in May.
Susan Dornan seconded the motion.
The board **VOTED** to approve the motion.

B. Athletic Team

Dante Giancola made a motion to authorize adding the Menlo Track team as a new activity based on the plan presented and the adjusted budget based upon charging $168 per student with payment plans as an available option.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.

XI. Resolutions for Consideration- Finance

A. Finance

Nothing to report

XII. Resolutions for Consideration- Operations

A.

Annual Environmental Survey

Dante Giancola made a motion to authorize Teri Harrison to execute the agreement with Partners Environmental for the annual environmental review pursuant to the Voluntary Action Plan.
Suzanne McFarland seconded the motion.
The board **VOTED** to approve the motion.

XIII. Resolutions for Consideration- Talent

A. New Hires

Dante Giancola made a motion to hire Lisa Fisher as a guidance counselor with an annual salary of $42,000.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.
Susan Dornan made a motion to authorize adding Susan Patrick to be utilized as a home instruction tutor in a specific case for $30/hr with a $450 cap.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.
Melissa Picone made a motion to hire April Dickson as an Aide for $15/hr.
Susan Dornan seconded the motion.
The board **VOTED** to approve the motion.
Melissa Picone made a motion to add Nicole Cianciolo to our short-term sub list.
Dante Giancola seconded the motion.
The board **VOTED** to approve the motion.
Melissa Picone made a motion to hire Aida Garcia as an Aide at $15/hr.
Dante Giancola seconded the motion.
The board **VOTED** to approve the motion.
Suzanne McFarland made a motion to hire Kimberly Overton as an Aide at $15/hr.
Melissa Picone seconded the motion.
The board **VOTED** to approve the motion.

B. Acknowledgement of Faculty with Newly Appointed Gifted Endorsement

The Board would like to congratulate Debra Vandrasik, Natalie Briganti, Danielle Dachtler on earning their Gifted Endorsement credentials.

C. Resignation

Melissa Picone made a motion to acknowledge the resignation of Aiyanna Wallace, effective 1/17/22.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.
Melissa Picone made a motion to acknowledge receipt of the resignation of John Gregory, effective 2/6/22.

Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.
Dante Giancola made a motion to acknowledge the resignation of Charlie Coddington, effective 3/14/22.
Melissa Picone seconded the motion.
The board **VOTED** to approve the motion.

D. Stipends

Melissa Picone made a motion to approve the $100 testing stipend to Kelly Whittaker, Kristin Barnes, Julie Cronin, Natalie Briganti, Mirjana Vidakovic, and Shannon Jakubczak.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.

XIV. Old Business

A. 2022-23 Organizational Structure

Melissa Picone made a motion to accept the organization chart for the 22-23 school year as presented.
Susan Dornan seconded the motion.
The board **VOTED** to approve the motion.

XV. New Business

A. 2022-23 School Calendar - First Draft

Teri Harrison presented 22-23 school calendar draft for initial review. The staff will be asked to provide input on items such as the timing of the PD days.

XVI. Executive Session

A. Executive Session

Dante Giancola made a motion to enter executive session to discuss the performance of a public Employee.
Melissa Picone seconded the motion.
A roll call vote was taken. Entered into Exec Session at 8:57pm. Allison Lentz, Dr. Hronek and Carol Ryan were invited into the Executive Session.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

Exited Exec Session at 9:45pm.

XVII. Closing Items

A. Adjourn Meeting

Dante Giancola made a motion to adjourn meeting.
Suzanne McFarland 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 9:45 PM.

Respectfully Submitted,
Teri Harrison