APPROVED

Menlo Park Academy Governing Board

Minutes

Board Meeting

Regular Meeting

Date and Time
Thursday March 17, 2022 at 6:00 PM

Location
Video Conference
Google Meet joining info
Video call link: https://meet.google.com/bqx-niry-mqu

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

Directors Absent
Dante Giancola

Guests Present
Allison Lentz (remote), Amanda Ross (remote), April Carson (remote), Ashley O'Malley (remote), Atika Mirza (remote), Beth Turk (remote), Brandi Larsen (remote), Carol Ryan (remote), Catherine D'Cruz (remote), Chandra Lubben (remote), Christa Rice (remote), Crystal Robinson (remote), Cynthia Dade (remote), Daniel Pernod (remote), Danielle Dachtler (remote), Deb

Vandrasik (remote), Elizabeth Glorioso (remote), James Beatty (remote), Jeanette Louis (remote), Jeff Zaye (remote), Jen Abbas De Jong (remote), Jennifer Nowakowski (remote), Jeremiah Tangen (remote), Kelli Appling (remote), Kelly Whittaker (remote), Kyle Green (remote), Latha Ess (remote), Lexi Parker (remote), Marilyn Wright (remote), Melissa Piccone (remote), Michael Uzquiano (remote), Michelle Spasic (remote), Mirjana Vidakovic (remote), Natalie Briganti (remote), Nicole Shedden (remote), Rachel Schlosser (remote), Renee Dornan (remote), Richard Hronek (remote), Ruth Milne (remote), Sarah Grady (remote), Sarah O'Bryan (remote), Sh'Annon Caldwell (remote), Shannon Jakubczak (remote), Staci Young (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 Mar 17, 2022 at 6:02 PM.

B. Record Attendance and Guests

C. Certification of Notice of Meeting

Susan Dornan provided the certification of notice of the meeting publicly.

II. Public Participation

A. Public Comments

Catherine D’Cruz provided public comments regarding her ongoing concerns with the high school math program. She has expressed concerns related to curriculum materials, pacing, instruction, and grading. Ms. D'Cruz stated that the school has not been responsive to her requests and her concerns have not been addressed. Ms. D'Cruz reported witnessing a substantial decline in the program, particularly since January. Danielle Dachtler made a public comment regarding the 22-23 school calendar. She asked if the two weeks before school started are required work days for returning teachers only. Teri Harrison shared that as in prior years, it depends on the needs of the school and teachers. Teacher thanked the board for purchasing balances and asked for more clarity about intersession next year for planning purposes.

III. Meeting Minutes

A. Approve Minutes-2/24/2022 Regular Board Meeting

Tiffany Randle made a motion to approve the minutes from Regular Board Meeting on 02-24-22.
Susan Dornan seconded the motion.
The board **VOTED** to approve the motion.

B.

Approve Minutes-3/3/2022 Working Session

Tiffany Randle made a motion to approve the minutes from Board Working Session on 03-03-22.
Susan Dornan seconded the motion.
The board **VOTED** to approve the motion.

C. Approve Minutes-3/6/2022 Special Board Meeting

Tiffany Randle made a motion to approve the minutes from Special Board Meeting on 03-06-22.
Susan Dornan seconded the motion.
The board **VOTED** to approve the motion.

IV. Sponsor's Report

A. Sponsor's Report

Allison Lentz provided the sponsor's report. Starting 3/1/22, the Ohio Department of Education's Office of Professional Conduct will require superintendents to use a new specialized misconduct reporting form for referring teachers for breaking their contract AFTER the July 10 deadline. The form focuses on the information needed to expedite review of broken contract cases such as the date of the resignation and any actions taken by the local board of education or governing board.

On 1/9/21, Governor Mike DeWine signed a set of laws strengthening dyslexia support for Ohio's children. This new support law establishes dyslexia screening measures, professional development requirements, a certification process for certain teachers, and the creation of the
Ohio Dyslexia Committee. Once the final Guidebook is released the ESC, we will be offering multiple trainings and office hours to support our schools in the implementation of the new requirements.

The February site visit reviewed the school's progress on their 11.6 goals. Goals were reviewed with Ms. Caldwell and are on track.
ESCLEW Financial consultant Linda Moye held a monthly phone meeting with the school's treasurer. At this time, there were no red flags noted.

V. Treasurer's Report

A. Treasurer's Report

Jeff Zaye provided the treasurer's report. Mr. Zaye confirmed that under his current calculations, the new funding formula is a net loss to Menlo from the prior formula. Financial payments and reports were reviewed.

B.

February Financials

Tiffany Randle made a motion to acknowledge receipt of February financial statements. Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. School Director's Report

A. School Director's Report

Dr. Hronek shared the school director's report. Staff evaluations are being completed. Safety Drills being conducted. Menlo received several awards at National History Day Event. An MPA student received a scholarship for a workshop in RI this summer. MPA had a successful spelling bee, choir and band concert, and celebrated Pi day.

B. Student Assessment Results

Student Assessment results were tabled for the next Board Meeting.

C. HS Math Program Update

Dr. Hronek and Sh'Annon Caldwell provided an update on the high school math program. Ms. Caldwell reported that the teacher has been ability grouping students using areas identified in the ALEKS program. The teachers and Ms. Caldwell are addressing individual topics in the areas identified as needing support. There is an additional teacher supporting students during classes. Starting after break, after school tutor program will be available. Students are encouraged to come into intensive time to work in Math. Leadership is also working to offer a summer math program. Ms. Teri Harrison requested parents who have remaining concerns to email the board.

VII. Enrollment & Advancement Report

A. Enrollment & Advancement Report

Carol Ryan provided the enrollment & advancement report. MPA website traffic is up 31%. Volunteer engagements are up. Dr. Rimm to talk to preschools about identifying giftedness. Menlo Jr event coming up in April.

B. 22-23 Enrollment Status

Carol Ryan reviewed the FY22-23 enrollment status. Largest need is still in Kindergarten.

VIII. Operations Report

A. Monthly Report

Due to Mr. Coddington's departure, Teri provided updates on the operations report.

B.

Monthly Enrollment Verification

Suzanne McFarland made a motion to acknowledge receipt of the monthly enrollment verification report.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.

IX. Board Reports

A. Program Excellence

Dr. Suzanne McFarland provided Program Excellence updates. Dr. McFarland reported that there were only 3 people who uploaded approval forms for the next Ashland gifted course so the spring course will not be able to occur. She will reach out to Ashland to see what their availability is for the summer. Dr. McFarland is anticipating being able to share a report from Panorama soon. The plan for summer camps is still being finalized. A date for camp Nuhop needs to be chosen. The cost is $165/student, 3 days and 2 nights. Dr. Hronek to discuss the preferred date with the teachers.

B. Finance & Audit

Tiffany Randle provided the finance and audits updates. Current projects include itemized budget and HR tracking for applicants.

C. COVID-19 Task Force

Susan Dornan provided COVID-19 Task Force updates. The local health department will only contact trace if there is concern about an outbreak within the school. Menlo will still continue to track close contacts and report cases to the MPA Community.

D. Advancement

Dante Giancola stated that they are planning to schedule advancement committee meetings soon.

E. Leader Search

Dr. McFarland provided updates surrounding the school leader search. A search committee survey is being conducted and the leader posting is being completed and the community survey finalized.

X. Resolutions for Consideration - Academic & Compliance

A. Field Trips

Tiffany Randle made a motion to approve the field trip to Dearborn per the field trip planning form.
Susan Dornan seconded the motion.
Rooms will be double occupancy.

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

XI. Resolutions for Consideration- Finance

A. Finance

No action items.

XII. Resolutions for Consideration- Operations

A. eRate & BusinessMap Agreement

Suzanne McFarland made a motion to authorize Sarah O'Bryan to execute the agreement with BusinessMap for e-Rate services as presented.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Calamity Day Usage

Teri Harrison reviewed Calamity Day usage to date.

C. 2022-23 School Calendar

Susan Dornan made a motion to table the vote for the 22-23 school calendar.
Suzanne McFarland seconded the motion.
Additional time will allow the opportunity for teachers to provide more feedback and seek clarification.
The board **VOTED** unanimously to approve the motion.

XIII. Resolutions for Consideration- Talent

A. New Hires

There were no new hires.

B. Stipends

Susan Dornan made a motion to approve testing stipends for Kristin Barnes, Julie Cronin, Natalie Briganti, Mirjana Vidakovic and Shannon Jakubczak.
Tiffany Randle seconded the motion.
The testing stipend is $100 per staff member.
The board **VOTED** to approve the motion.
Susan Dornan made a motion to approve trimester 2 stipends as presented.
Tiffany Randle seconded the motion.
RESIDENT EDUCATOR COORDINATOR
Kelly Whittaker $333
RESIDENT EDUCATOR MENTOR
Jeanette Louis $667

Debra Vandrasik $333
Beth Turk $333
RESIDENT EDUCATOR FACILITATOR
Shanon Kneidel $200
Brittany Harraman $200
RESIDENT EDUCATOR COLLEAGUE
Debra Vandrasik $100
Shanon Kneidel $100
Doug Thompson $100
Shannon Jakubczak $100
FLOOR COORDINATORS/TBT LEADS
Doug Thompson $500
Jeanette Louis $416.63
Shannon Jakubczak $500
Brittany Harraman $300
Mirjana Vidakovic $500
CLUB SPONSORS
Frank O'Grady $167
Allison Noga $167
Frank O'Grady $250
Debra Vandrasik $167
Allison Noga $56
Kelly Whittaker $56
Lindsey Macey $56
Sean Wheeler $83
Megan Forshey $251
Ashley Staats $251
Kristin Barnes $167
Shannon Jakubczak $167
LPDC
Shanon Kneidel $100
Doug Thompson $100
Danielle Dachtel $100
Beth Turk $100
Jeanette Louis $100

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

C. Incentive Plan

Susan Dornan made a motion to table the vote for the admin staff member incentive programs.
Tiffany Randle seconded the motion.

Need to standardize and consider team. Share feedback with Carol Ryan for inclusion in future proposal.
The board **VOTED** unanimously to approve the motion.
Susan Dornan made a motion to authorize Carol Ryan to execute the agreement with School Mint as presented.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.
Susan Dornan made a motion to authorize up to $8,000 to BEHN Architects to begin the work on the amphitheater grant design plans.
Suzanne McFarland seconded the motion.
The board **VOTED** unanimously to approve the motion.
Susan Dornan made a motion to authorize 1/3 of the payment to the listed parents as a part of the parent referral program.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.
Susan Dornan made a motion to rescind approval of 1/3 of payment of parent incentive credit program. Topic will be tabled for verification purposes.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.
Tiffany Randle made a motion to approve the 22-23 family referral program as presented.
Susan Dornan seconded the motion.
No minimum time enrolled required.
The board **VOTED** unanimously to approve the motion.
Susan Dornan made a motion to approve the staff referral program as presented.
Tiffany Randle seconded the motion.
no minimum time enrolled required.
The board **VOTED** unanimously to approve the motion.

XIV. Old Business

A. Annual Report-O&M Plan

Teri Harrison provided the annual O&M plan report update.

XV. New Business

A. Policy Update

Teri Harrison shared the winter policy updates for initial review. Will be voted on at the April regular board meeting.

XVI. Executive Session

A. Executive Session

Teri Harrison made a motion to enter into executive session to discuss the performance of a public employee.
Susan Dornan seconded the motion.
Entered into executive session at 8:44pm. Allison Lentz, Dr. Hronek, Sh'Annon Caldwell, and Sarah O'Bryan were invited to join the executive session.
Exited executive session at 10:00pm.
The board **VOTED** unanimously to approve the motion.

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

XVII. 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 10:01 PM.

Respectfully Submitted,
Susan Dornan