



# Menlo Park Academy Governing Board

## Minutes

### Board Meeting

Regular Meeting

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#### 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>

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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.

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#### 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)

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## **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**

Teri Harrison	Aye
Suzanne McFarland	Aye
Tiffany Randle	Aye
Melissa Picone	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