APPROVED

Menlo Park Academy Governing Board

Minutes

Board Meeting

Regular Meeting

Date and Time
Thursday April 21, 2022 at 6:00 PM

Location
Virtual Meeting
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
Dante Giancola (remote), Melissa Picone (remote), Susan Dornan (remote), Suzanne McFarland (remote), Teri Harrison (remote), Tiffany Randle (remote)

Directors Absent
None

Guests Present
Agata Hageman (remote), Allison Lentz (remote), Becky Karkoff (remote), Beth Gray (remote), Carol Ryan (remote), Catherine DCruz (remote), Chris Staats (remote), Deb Kubat (remote), Deb Vandrasik (remote), Elizabeth Glorioso (remote), Jeff Zaye (remote), Jen Abbas de Jong (remote), Karen Sacco (remote), Kathy Adams-Case (remote), Katie Theiss (remote), Kimberly Mahoney (remote), Marilyn Wright (remote), Michele Spasic (remote), Molly Adkins (remote), Nicole Shedden (remote), Razan Bashiti (remote), Renee Dornan (remote), Richard Hronek

(remote), Ruth Milne (remote), Sarah Bartel, Sarah Grady (remote), Sean Wheeler (remote), Sh'Annon Caldwell (remote), Shannon Jakubczak (remote), Shruti Aring (remote), Tagreed Daoud (remote), Twana Rogers (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 Apr 21, 2022 at 6:05 PM.

B. Record Attendance and Guests

C. Certification of Notice of Meeting

S. Dornan certified that meeting was publicly posted.

II. Public Participation

A. Public Comments

Ms. Karen Sacco expressed concern about incident at school involving knife and email threat. Requested the school release information about what happened and what measures are being taken.
Ms. Molly Adkins expressed concern about school safety protocols and would like transparency regarding incident and actions being taken. Ms. Adkins began reading the redacted police report and stated she posted the report to the MPA Facebook page.
Ms. Kathy Adams-Case continued reading the police report from where Ms. Adkins left off.
Ms. Karen Meredith expressed her concern about how parents are being treated regarding their safety concerns and lack of communication.

III. Meeting Minutes

A. Approve Minutes-3/17/2022 Regular Board Meeting

Dante Giancola made a motion to approve the minutes Board Meeting on 03-17-22.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approve Minutes-4/7/2022 Working Session

Suzanne McFarland made a motion to approve the minutes from Board Working Session on 04-07-22.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Sponsor's Report

A. Sponsor's Report

Ms. Allison Lentz provided the sponsor's report. Board approval of the Five Year forecast is due 4/30/2022. Sunshine Law requirement for all board members due by June 30, 2022. Governing authority meetings are allowed to be held virtually through June 30, 2022. April's site visit will be 4/25/2022. No red flags on financial update.

V. Treasurer's Report

A. Treasurer's Report

Mr. Jeff Zaye provided the Treasurer's report as presented. The MPA Finance Committee is beginning 2022-2023 fiscal year budget review. The 5 Year Forecast will be ready early next week and submitted to Sponsor.

B. March Financials

Susan Dornan made a motion to acknowledge receipt of March 2022 financial report.
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 provided the School Director's report. Cement pad to be placed by bus area. Dearborn, MI and Washington DC field trip planning finalized. Safety protocols being reviewed. New Menlo track team has been well-received.
Tiffany Randle made a motion to authorize Latha Srinivasan to execute agreement with the Cleveland Metropolitan Conference Center.
Susan Dornan seconded the motion.
Event is related to Mock Trial.
The board **VOTED** unanimously to approve the motion.

B. HS Math Program Update

Students in high school math and geometry are taking high school assessments this week. Pearson text is being used for instruction with Aleks as supplemental. After school tutoring to continue. Additional HS math session for algebra 1 and geometry to be offered.

C. HS Math Summer Refresher

Tiffany Randle made a motion to offer HS summer refresher course.
Suzanne McFarland seconded the motion.

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

VII. Enrollment & Advancement Report

A. Enrollment & Advancement Report

Ms. Carol Ryan thanked all volunteers as part of Volunteer Appreciation Week. Special thanks to Renee Dornan, Volunteer Coordinator. Career Day was successful. Walk-A-Thon will be in May. Enrollment reviewed as presented. GIG grant moving forward

VIII. Operations Report

A. Monthly Report

Mr. Chris Staats introduced as new Operations Manger at MPA. Mr. Staats is on-boarding and will provide a report at next month's meeting.

B. Monthly Enrollment Verification

Monthly enrollment verifications will be distributed 4/22/2022.

IX. Board Reports

A. Program Excellence

Dr. Suzanne McFarland provided update. No recent committee meetings.
Communications have gone out to parents regarding creating board committees.

B. Finance & Audit

Melissa Picone made a motion to authorize Tiffany Randle to execute K12 Insight proposal agreement as presented.
Susan Dornan seconded the motion.
Overall tool is $15,000 which includes 2 free months (total 14 months).
The board **VOTED** unanimously to approve the motion.
Ms. Tiffany Randle shared that process is being developed for the 22-23 budget review.

C. COVID-19 Task Force

Ms. Susan Dornan stated no updates. No current staff or student cases to report. Future state of committee will be reviewed following end of current school year.

D. Advancement

Mr. Dante Giancola reported no additional updates than what already provided by Ms. Carol Ryan earlier in meeting.

E. Leader Search

Dr. Suzanne McFarland reported that a survey was sent out to parents regarding important qualities of school leader. Currently 11 applications for Principal and 4 for School Director. Planning on having first meeting of leadership search committee next week to begin to screen and interview candidates virtually.

X. Resolutions for Consideration- Academic & Compliance

A. Field Trips

Suzanne McFarland made a motion to authorize Dr. Hronek to execute agreement with Hiram House as presented.
Dante Giancola seconded the motion.
Will be approximately 180 students at $75/student. School to contact Hiram House to correct number of students stated in contract.
The board **VOTED** unanimously to approve the motion.

XI. Resolutions for Consideration- Talent

A. New Hires

Suzanne McFarland made a motion to hire Amy Huber as math tutor for $20/hour.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. PSI

Suzanne McFarland made a motion to Authorize additional hours from PSI as presented.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Stipends

Dante Giancola made a motion to authorize testing stipends to staff members as presented.
Susan Dornan seconded the motion.
$100 per staff member for Kristin Barnes, Julie Cronin, Staci Young, and Nora Kelly.
The board **VOTED** unanimously to approve the motion.

D. Incentive Plan

Susan Dornan made a motion to table incentive plan vote.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

XII. Old Business

A. Policy Update

Susan Dornan made a motion to approve updated policies as presented except for salaries policy.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

XIII. New Business

A. Prospective New Board Members

Ms. Teri Harrison acknowledged prospective new board members who were able to attend meeting tonight: Twana Rogers, Geoffrey Belanger and Shruti Aring.

B. Expression of Gratitude

The board thanked Ms. Marilyn Wright for her dedication to Menlo Park Academy

XIV. 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.
Invited into executive session: Sarah O'Bryan, Allison Lentz.
Into executive session at 7:39pm. Out of executive session at 9:27pm
The board **VOTED** unanimously to approve the motion.

Roll Call

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

XV. Closing Items

A. Adjourn Meeting

Dante Giancola made a motion to adjourn meeting.
Tiffany Randle 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 9:28 PM.

Respectfully Submitted,
Susan Dornan