APPROVED

Menlo Park Academy Governing Board

Minutes

Board Meeting

Regular Meeting

Date and Time
Thursday May 19, 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), Susan Dornan (remote), Suzanne McFarland (remote), Teri Harrison (remote), Tiffany Randle (remote)

Directors Absent
Melissa Picone

Guests Present
Allison Lentz (remote), Becky Karkoff (remote), Carol Ryan (remote), Catherine DCruz (remote), Chandra Lubben (remote), Elizabeth Glorioso (remote), Greg Pollock (remote), James Beatty (remote), Jeff Zaye (remote), Sarah Grady (remote), Sarah O'Bryan (remote), Sh'Annon Caldwell (remote), Shruti Aring (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 May 19, 2022 at 6:01 PM.

B. Record Attendance and Guests

C. Certification of Notice of Meeting

Susan Dornan certified that meeting was publicly posted.

II. Public Participation

A. Public Comments

Ms. Elizabeth Glorioso commented on her disappointment and frustration with the high school math program. Requested improvement in hs math.

III. Meeting Minutes

A. Approve Minutes - 4/21/22 Regular Meeting

Dante Giancola made a motion to approve the minutes from Board Meeting on 04-21-22.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approve Minutes-4/28/2022 Quarterly Strategic Session

Dante Giancola made a motion to approve the minutes from Board Meeting on 04-28-22.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approve Minutes-5/5/2022 Working Session

Dante Giancola made a motion to approve the minutes from Board Working Session on 05-05-22.
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 update. The April site visit was completed and classroom observations were conducted in Math and ELA. A Special Ed File review was completed and there were no red flags to report. No red flags on financial report.

V. Treasurer's Report

A. Treasurer's Report

Mr. Jeff Zaye, treasurer, reviewed the financial report as presented. The finance committee is developing a budget framework for 2023. No significant changes to W 53rd audit. Tax credits will expire in 2023.

B. April Financials

Dante Giancola made a motion to acknowledge receipt of April 2023 financial statement. Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. School Director's Report

A. School Director's Report

Mr. Jim Beatty provided the school director's report. The 7th and 8th graders are on their Washington DC trip and the 6th graders are in Dearborn, MI. Mr. Beatty reviewed recent student successes such as placement in the top 20 of a chess tournament, 2nd place in The Power of the Pen, and both Mock Trial teams received Superior ratings. There was a recent lockdown and evacuation drill.

B. Preliminary Assessment Results

Ms. Sh'Annon Caldwell reviewed a summary of the MAP and preliminary OST results from 2023 with comparison to previous years. Preliminary OST results similar to last year's results. Data will be used for planning/student grouping for next school year. Professional development will be held on curriculum, content, and instructional strategies. ELA and Math results showed that the average student had a 7-8 point gain from fall to spring. The school performed on average at the 90th percentile.

VII. Enrollment & Advancement Report

A. Enrollment & Advancement Report

Ms. Carol Ryan discussed that website adjustments are being examined to improve ease of use. New intiatives rolling out to increase participation in volunteer program, including a survey that will be going out to parents. The Walk-A-Thon raised over $21,000. Looking at some smaller grants that might be a target for Menlo to use for PE and athletics, play and co-curricular opportunities. Enrollment is focusing on k-1, enrollment events occurring over the summer, including Menlo Jr on June 25.

VIII. Operations Report

A.

Monthly Report

No operations report, Mr. Chris Staats not present at meeting.

B. Monthly Enrollment Verification

Susan Dornan made a motion to table monthly verification vote.
Dante Giancola seconded the motion.
Mr. Jim Beatty to follow up on verification report so vote can occur at next meeting.
The board **VOTED** unanimously to approve the motion.

IX. Board Reports

A. Program Excellence

Dr. Suzanne McFarland discussed potential opportunity of gifted certificate course offered through BW.
SEL conference might be moved to end of summer to be able to offer CEUs and potential 1 credit hour through Ashland.

B. Finance & Audit

C. COVID-19 Task Force

Susan Dornan reported that there has been a spike in
COVID cases in the building. There have been 4 student and 5 staff cases reported in the last 10 days. The local Department of Health was contacted but there has not been a return call as of yet. Communication was sent out encouraging masks
indoors and to stay home if you are feeling ill. Students who were riding the buses to Washington D.C. and Dearborn, MI were required to wear masks and COVID rapid tests were given before they left. Outdoor learning opportunities

D. Advancement

Mr. Dante Giancola thanked Carol Ryan for her efforts on the Walk-A-Thon.

E. Leader Search

31 potential candidates reviewed. Out of initial interviews, 5 candidates selected to move on. Of the 5, 2 have accepted and scheduled interviews.

X. Resolutions for Consideration- Academic & Compliance

A. Professional Development

Tiffany Randle made a motion to authorize Sh'Annon Caldwell to execute agreement with William and Mary for $4,800.00 for professional development.
Suzanne McFarland seconded the motion.

Ms. Teri Harrison requested these sessions be recorded for staff who are hired over the summer.
The board **VOTED** unanimously to approve the motion.

B. Summer Tutoring Options

Susan Dornan made a motion to approve summer tutoring program as presented.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

XI. Resolutions for Consideration- Operations

A. Board Management Software Renewal

Susan Dornan made a motion to authorize Dr. Richard Hronek to sign renewal agreement with Board on Track.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

XII. Resolutions for Consideration- Talent

A. Testing Stipends

Suzanne McFarland made a motion to authorize payment of $100 testing stipend to: Kristin Barnes, Julie Cronin, Mirjana Vidakovic, Shannon Jakubczak, and Natalie Briganti.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

XIII. Old Business

A. Board Task Forces

Susan Dornan made a motion to approve Safety Task Force and Diversity, Equity and Inclusion Task Force proposals as presented.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. 2022-23 Board Meeting & Deliverables Calendar

Dante Giancola made a motion to approve BOD Meeting- Deliverables calendar for 2022-2023.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Management Company

Ms. Sarah O'Bryan from Accel Schools presented a draft terms/management agreement for review. The draft was for a 5 year term. Ms. Randle asked if possible to have a

shorter term. Ms. O'Bryan to review term length with Accel. Also want to understand the SLA expectations.

XIV. New Business

A. NWEA Results

Ms. Tiffany Randle asked if NWEA results will be sent home. Ms. Caldwell stated that NWEA MAP results will be sent home with report cards.

XV. Executive Session

A. Executive Session

Teri Harrison made a motion to enter into Executive Session to discuss appointment of a public official.
Dante Giancola seconded the motion.
Entered into exec session at 7:06pm. Ms. Allison Lentz and Ms. Sarah O'Bryan invited into exec session. Out of exec session at 7:23pm.
The board **VOTED** unanimously to approve the motion.

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

Teri Harrison made a motion to enter into exec session to discuss employment of a public employee.
Suzanne McFarland seconded the motion.
Ms. Allison Lentz and Ms. Sarah O'Bryan invited into exec session. Entered into exec session at 7:24, out of exec session at 8:00pm.
The board **VOTED** unanimously to approve the motion.

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

XVI. Board Member Elections

A. Board Member Elections

Tiffany Randle made a motion to elect Dr. Suzanne McFarland to a 3 year term on the BOD.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Tiffany Randle made a motion to elect Ms. Susan Dornan to a 3 year term on the BOD.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Tiffany Randle made a motion to elect Mr. Geoffery Belanger to a 3 year term on the BOD.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.
Suzanne McFarland made a motion to elect Ms. Twana Rogers to a 3 year term on the BOD.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Susan Dornan made a motion to elect Ms. Shruti Aring to a 3 year term on the BOD.
Dante Giancola seconded the motion.
The board **VOTED** unanimously to approve the motion.
Dante Giancola made a motion to promote Ms. Sh'Annon Caldwell to Director of Education.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

XVII. Closing Items

A. Adjourn Meeting

Dante Giancola made a motion to adjourn meeting.
Susan Dornan 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 8:10 PM.

Respectfully Submitted,
Susan Dornan