APPROVED

Menlo Park Academy Governing Board

Minutes

Regular Meeting

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

Location
Menlo Park Academy
2149 W. 53rd Street
Cleveland, OH 44102

Directors Present
Shruti Aring, Susan Dornan, Suzanne McFarland, Teri Harrison, Tiffany Randle

Directors Absent
Geoffrey Belanger, Melissa Picone, Twana Rogers

Guests Present
Mollie Eardley, Sarah Grady

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 Jul 21, 2022 at 6:07 PM.

B. Record Attendance and Guests

C.

Certification of Notice of Meeting

II. Public Participation

A. Public Comments

Ms. Sarah Grady made comment on behalf of Michelle Sheddan. Ms. Sheddan requested a list of teachers who did not sign contracts for 22-23 school year. Ms. Sheddan disappointed communicated came from Menlo legal representative versus a Board member.
Ms. Betty Swoboda inquired how parents can get carpool information.

III. New Board Member Installation

A. Installation

Ms. Shruti Aring and Ms. Twana Rogers were installed as members of the Board of Directors.

IV. Meeting Minutes

A. Approve Minutes- June Regular Meeting

Tiffany Randle made a motion to approve the minutes from Board Meeting on 06-16-22. Shruti Aring seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Sponsor's Report

A. Sponsor's Report

The ESCLEW Community Schools Center is working on finalizing all compliance monitoring updates for next year so we can provide the you with the Epicenter calendar as well as the site visit calendar in the beginning of August. Statewide meeting is scheduled for August 4. No red flags on monthly phone meeting with financial consultant. 11.6 Board attendance goal of 75% met.

VI. Treasurer's Report

A. Treasurer's Report

Jeff Zaye gave a verbal report of YTD activity, however no report available for review at this time.

B. June Financials

Tiffany Randle made a motion to table motion to acknowledgement of June financials until next meeting when they are available for review.

Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Education Report

A. Education Director's Report

Ms. Caldwell reported that the leadership team is interviewing aggressively to hire for the Fall. Floor staging for class spaces is 75% complete. Inventory of resource materials and furniture is underway. IAAT implementation in progress to be ready on 8/10/2022. Waiting on ODE Family reports to be able to mail out to families.

VIII. Enrollment & Advancement Report

A. Enrollment & Advancement Report

Ms. Ryan reported than reenrollment was at 88.48% with total enrollment at 88.15%. Radio podcast scheduled. Social media ad runs doubled. For communications, "Lets Talk" soon to be rolled out. Student-Parent Handbook under review. Ms. Ryan to discuss with building leadership potential fund-a-need supply lists.

Ms. Kelly Fisher reported that Kids on the Run grant application submitted to fund a running club. Should hear back in September if grant received.

B. GIG Grant - Proposed Change

Shruti Aring made a motion to authorize Carol Ryan to execute the change order request for a total additional amount of $1600 to SME for additional drilling with friendly amendment to add sentence to order request that if results indicate additional testing is needed, it will be done at no cost.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

IX. Operations Report

A. Monthly Report

Mr. Staats reported that for 22-23 Ohio is returning to free/reduced paid lunch. Quote pending to resume our former POS system. All annual inspections have been completed for upcoming school year.

B. Monthly Enrollment Verification

Susan Dornan made a motion to acknowledge receipt of monthly enrollment verification for June 2022.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

X. Board Reports

A. Program Excellence

Dr. McFarland reported that preparations and goal planning for PEC for 22-23 school year are underway.

B. Finance & Audit

Ms. Randle discussed that 22-23 budget review is continuing.

C. Task Forces

Ms. Randle reviewed the DEI and Safety Task Force reports for the Board of Directors as presented.The Board was pleased with the work of the task forces and expressed gratitude to participants. Will consider recommendations of task force.

D. Advancement

No update other than what previously discussed by Ms. Ryan.

XI. Resolutions for Consideration- Academic & Compliance

A. SEL Services

Tiffany Randle made a motion to table SEL contract until available for further review.
Susan Dornan seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Curriculum Materials

Suzanne McFarland made a motion to table curriculum vote until further materials available for review.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Online Learning

Suzanne McFarland made a motion to table online learning vote until additional materials available for review.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

XII. Resolutions for Consideration- Operations

A. IT Services

Susan Dornan made a motion to authorize Chris Staats to authorize agreement with Mobiltek as presented.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Device Replacement

Tiffany Randle made a motion to authorize Chris Staats to sign lease proposal with TeqLease as presented.
Susan Dornan seconded the motion.
36 month lease agreed upon.
The board **VOTED** unanimously to approve the motion.

C. Before & After-Care Software

Tiffany Randle made a motion to authorize Madhurima Banerjee to execute agreement with ProCare as presented.
Shruti Aring seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Facility Work

Susan Dornan made a motion to authorize Dave Panell to execute services agreement with Quota Cleaning for cleaning and waxing cafe and gym floors.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

XIII. Resolutions for Consideration- Talent

A. New Hires

Shruti Aring made a motion to hire Melissa Geither as a counselor for an annual salary of $42,000.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.
Shruti Aring made a motion to hire Jennifer Schneikart as a teacher for an annual salary of $46,000.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.
Shruti Aring made a motion to hire Jennie Amodio as a teacher for an annual salary of $41,000.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.
Shruti Aring made a motion to hire Annie Presley as an aide for $15/hour.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

Shruti Aring made a motion to hire Kaitlyn Old as an executive assistant for an annual salary of $44,000.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.
Shruti Aring made a motion to hire Katarzyma Kciuk as a teacher for an annual salary of $37,500.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.
Shruti Aring made a motion to hire Stacy Raymond as an Intervention Specialist for an annual salary of $52,000.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Resignations

Susan Dornan made a motion to acknowledge resignation of Chris Staats effective 7/29/2022.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Additional Stipends

Suzanne McFarland made a motion to approve payment of additional stipends as presented to Doug Thompson, Shannon Jakubczak and Mirjana Vidakovic.
Tiffany Randle seconded the motion.
Doug Thompson $400
Shannon Jakubczak $400
Mirjana Vidakovic $400
The board **VOTED** unanimously to approve the motion.

D. Testing Stipends

Shruti Aring made a motion to authorize payment of $100 staff stipend as presented.
Suzanne McFarland seconded the motion.
Julie Cronin $100
Susan Patrick $100
Aniya Martinez $100
The board **VOTED** unanimously to approve the motion.

XIV. Old Business

A. Board Onboarding

Ms. Harrison discussed that onboarding meetings are to bed set up. Board on Track accounts for new members activated.

XV. New Business

A. New Business

No new business

XVI. Executive Session

A. Executive Session

No executive session

XVII. Closing Items

A. Adjourn Meeting

Susan Dornan 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 8:47 PM.

Respectfully Submitted,
Susan Dornan