

APPROVED



# Menlo Park Academy Governing Board

## Minutes

### Board Working Session

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#### **Date and Time**

Thursday August 3, 2023 at 6:00 PM

#### **Location**

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

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#### **Directors Present**

Jillian Dura, Joe Loyd, Shruti Aring, Susan Dorman, Teri Harrison, Tiffany Randle

#### **Directors Absent**

Twana Rogers

#### **Guests Present**

Jessica Esway, Phyllis Robinson, Ray Birch

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### **I. Opening Items**

#### **A. Record Attendance and Guests**

#### **B. 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 Aug 3, 2023 at 6:01 PM.

## II. Action Items

### A. New Hires

Susan Dornan made a motion to hire Jodell Ward as a teacher for annual salary of \$45,000.

Tiffany Randle seconded the motion.

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

Susan Dornan made a motion to hire Candace Loyd as a teacher for an annual salary of \$35,000.

Tiffany Randle seconded the motion.

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

#### Roll Call

Susan Dornan Aye

Tiffany Randle Aye

Jillian Dura Aye

Teri Harrison Aye

Twana Rogers Absent

Joe Loyd Abstain

Shruti Aring Aye

Shruti Aring made a motion to hire Sara Porras as a school counselor for an annual salary of \$47,000.

Jillian Dura seconded the motion.

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

### B. Resignations

Tiffany Randle made a motion to acknowledge receipt of resignation of Julie Cronin effective 8/1/2023.

Susan Dornan seconded the motion.

ODE will be notified of the legal and professional licensure violation.

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

Teri Harrison made a motion to acknowledge resignation of Jennifer Ingraham effective 8/16/2023.

Tiffany Randle seconded the motion.

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

Joe Loyd made a motion to acknowledge receipt of the resignation of Geoffrey Belanger from the Board of Directors as of 8/3/2023.

Susan Dornan seconded the motion.

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

### C. 2023-24 Admin Merit Increases

Tiffany Randle made a motion to table this agenda item pending information.

Shruti Aring seconded the motion.

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

#### **D. Stipends**

Tiffany Randle made a motion to approve a stipend of \$100 to Julie Cronin for admissions testing.

Shruti Aring seconded the motion.

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

#### **E. Special Services Agreement**

Phyllis Robinson discussed the option of an outsourced service model.

#### **F. Curricular Materials**

Shruti Aring made a motion to approve the purchase of the materials for the SMARTs executive functioning program.

Susan Dornan seconded the motion.

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

Shruti Aring made a motion to adopt discovery education for science material framework and associated materials.

Tiffany Randle seconded the motion.

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

Shruti Aring made a motion to authorize the implementation of William & Mary educational units as presented.

Susan Dornan seconded the motion.

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

Shruti Aring made a motion to authorize expense of STEM materials as proposed.

Tiffany Randle seconded the motion.

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

#### **G. Team Building PD**

Susan Dornan made a motion to authorize the expense of Professional Development Escape Room experience at a cost not to exceed of \$2,100.

Joe Loyd seconded the motion.

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

#### **H. Facility: Painting**

Joe Loyd made a motion to authorize the \$3,125 expense for paint and wall corrections in the building.

Shruti Aring seconded the motion.

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

#### **I. Facility: Masonry Repair**

Joe Loyd made a motion to table the additional masonry repairs pending more information.

Shruti Aring seconded the motion.

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

**J. Program Delivery Standards Annual Review**

Shruti Aring made a motion to approve the updates to the Program Delivery Standards revisions as presented.

Joe Loyd seconded the motion.

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

**K. 2023-24 Program Guide**

Some changes have been made around space usage, humanities program, rotations for core subjects, encores, and STEM specifics.

**L. 2023-24 Parent-Student Handbook**

Susan Dornan made a motion to table the approval pending further updates/corrections.

Shruti Aring seconded the motion.

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

**M. BTS Event**

Back to school event will be held. Proposed costs will be reduced.

**N. 2023-24 Staffing**

Tiffany Randle made a motion to eliminate a 1st floor teaching position due to enrollment numbers.

Shruti Aring seconded the motion.

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

Tiffany Randle made a motion to eliminate remaining instructional assistant role due to enrollment numbers.

Shruti Aring seconded the motion.

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

Tiffany Randle made a motion to eliminate 1 counselor position due to enrollment numbers.

Shruti Aring seconded the motion.

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

Tiffany Randle made a motion to eliminate 1 building sub position due to enrollment numbers.

Shruti Aring seconded the motion.

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

Tiffany Randle made a motion to outsource Intervention Specialist through PSI.

Susan Dornan seconded the motion.

There have been no qualified applicants.  
The board **VOTED** unanimously to approve the motion.

### III. 2023-24 Objectives & Key Results

#### A. SWOT Analysis & Brainstorm Results

SWOT Analysis & Brainstorm results were discussed. Consider when developing goals for the year.

#### B. Vision & Mission

Susan Dornan made a motion to table this action.  
Shruti Aring seconded the motion.  
The board **VOTED** unanimously to approve the motion.

#### C. OKRs

Tiffany Randle made a motion to approve 2023-24 Objectives and Key Results (OKRs) as presented.  
Shruti Aring seconded the motion.  
The board **VOTED** to approve the motion.

### IV. Executive Session

#### A. Executive Session

Teri Harrison made a motion to enter into executive session to discuss the performance of a public employee.  
Joe Loyd seconded the motion.  
A roll call vote was taken  
The board **VOTED** unanimously to approve the motion.

##### Roll Call

Shruti Aring	Aye
Jillian Dura	Aye
Joe Loyd	Aye
Teri Harrison	Aye
Twana Rogers	Absent
Tiffany Randle	Aye
Susan Dornan	Aye

### V. 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 9:11 PM.

Respectfully Submitted,  
Teri Harrison