APPROVED

Menlo Park Academy Governing Board

Minutes

Board Working Session

Date and Time
Thursday August 3, 2023 at 6:00 PM

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

Directors Present
Jillian Dura, Joe Loyd, Shruti Aring, Susan Dornan, Teri Harrison, Tiffany Randle

Directors Absent
Twana Rogers

Guests Present
Jessica Esway, Phyllis Robinson, Ray Birch

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

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