APPROVED

Menlo Park Academy Governing Board

Minutes

Regular Board Meeting

Date and Time
Thursday June 20, 2024 at 6:00 PM

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

This month's regular meeting of MPA's governing board will be held on Thursday, June 20, 2024 at Menlo Park Academy, 2149 W. 53rd Street, Cleveland, OH 44102. Virtual observation will be made available, when possible, at the following link - https://meet.google.com/bqx-niry-mqu. Meeting dates and times are posted in several places in building as well as on our website.

Directors Present
Joe Loyd, Teri Harrison, Tiffany Randle

Directors Absent
Shruti Aring, Twana Rogers

Guests Present
Deborah Zeffren, Jacquelyn Lee-Ivey, Jeffrey Sugalski, Jessica Esway

I. Opening Items

A. Record Attendance

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 Jun 20, 2024 at 6:10 PM.

II. Public Comments-Items on the Agenda

A. Public Comments-Items on the Agenda

No public comments

III. Minutes

A. Approve minutes from 5-16-2024 Regular Board Meeting

Joe Loyd made a motion to approve the minutes from Regular Board Meeting on 05-16-24.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.

IV. Sponsor Report

A. Sponsor Update

A. Lentz submitted a report online. Gov. DeWine signed House Bill 250 requiring Ohio to establish a cell phone usage policy by July 2025. Ohio House Bill 33 requires all teachers and administrators to complete a Science of Reading course by June 30, 2025. Review of school's 11.6 goal outcomes will be reviewed in June, 2024. Board is on track to meet goals.

ESC Annual Conference is in September, 2024. Details are forthcoming.

V. Treasurer's Report

A. Monthly Financial Report - May

Tiffany Randle made a motion to accept the May, 2024 financial report as presented.
Joe Loyd seconded the motion.
The board **VOTED** to approve the motion.

VI. Education Reports

A. Principal Report

Phyllis Robinson was absent - No report received.

B.

Program Report

Jessica Esway reviewed her report.

VII. Enrollment, Admissions, & Development

A. Report

Jessica Esway presented her report. Testing dates at MPA: June 18, 2024; July 9, 2024. Summer Menlo Meet-ups; June-Lakewood, Beachwood and Cleveland. Enrollment numbers have increased. Calls will be made to students with close scores to schedule re-testing.

VIII. Operations Report

A. Operations Report

Deborah Zeffren presented her report. the new cleaning and IT support services both begin full-time on July 1. ACER Chromebooks & Licensing V.4-Grant funded. ASUS Chromebook Overage and Licensing Charges will be school funded. Re-enrollment invoices were sent out via SAGE. Registration deposit link was inserted into SchoolMint registration form. Safety Training and Emergency Drills were conducted successfully and in compliance for FY24.

IX. Board Committees

A. Audit & Finance

Tiffany Randle presented her report. Building refinancing options continue to be explored. In
February, 2024, MPA won an award from the Office of the Auditor of State. Thank you to our Treasurer, Dave Massa, and the administrative staff for their continued commitment to strong financial record-keeping and compliance.
Tiffany Randle made a motion to authorize Teri Harrison or Dave Massa to sign a letter of engagement for loan refinancing.
Joe Loyd seconded the motion.
The board **VOTED** to approve the motion.

B. Development

No report.

C. Enrollment Task Force

Joe Loyd had no report.

D. Program Excellence

Continued progress on improving communication and transparency with parents regarding the program based on feedback from the mid-year survey.

X. Resolutions for Consideration: Academic

A. Fall Trip

Joe Loyd made a motion to authorize Jessica Wilcox to execute an agreement with Camp Nuhop.
Tiffany Randle seconded the motion.
An announcement will be posted in the summer edition of the Menlo Digest.
The board **VOTED** to approve the motion.

B. Edison Club

Tiffany Randle made a motion to authorize Deborah Zeffren to execute an agreement with OverTime Athletics for our before & after care program.
Joe Loyd seconded the motion.
The board **VOTED** to approve the motion.

C. NWEA Renewal

Tiffany Randle made a motion to authorize Jessica Esway to execute an agreement with NWEA as presented.
Joe Loyd seconded the motion.
The board **VOTED** to approve the motion.

XI. Resolutions for Considerations: Operations

A. Monthly Enrollment Verification

Tiffany Randle made a motion to acknowledge receipt of the monthly enrollment verification.
Joe Loyd seconded the motion.
The board **VOTED** to approve the motion.

B. Resignations

Tiffany Randle made a motion to accept the resignation of Kaitlyn Old effective July 12, 2024.
Joe Loyd seconded the motion.
The board **VOTED** to approve the motion.

C. Admin Compensation-Merit Increases

Tiffany Randle made a motion to approve annual compensation increases for David Pannell-$52,249.53; Rita Nelson-$21.63/hour; Carla Reale-$20.60 and Carl Wagner-$52,500.00.

Joe Loyd seconded the motion.
The board **VOTED** to approve the motion.

D. Communication Platform

Tiffany Randle made a motion to authorize Jessica Wilcox to execute an agreement with K12 Insight.
Joe Loyd seconded the motion.
K12 Insight offers professional development services via virtual sessions.
The board **VOTED** to approve the motion.

E. New Hires

Tiffany Randle made a motion to hire Hadiya Ivey as the Admissions and Communications Manager at an annual salary of $52,000.
Joe Loyd seconded the motion.
The board **VOTED** to approve the motion.
Tiffany Randle made a motion to sign the contractor agreement with Michelle Bender to provide summer intervention services at $30/hour.
Teri Harrison seconded the motion.
Joe Loyd questioned the license. He asked how many students need services over the summer and clarified that we're still looking for a full-time Intervention Specialist for the upcoming school year.
The board **VOTED** to approve the motion.

Roll Call

Twana Rogers	Absent
Tiffany Randle	Aye
Joe Loyd	Abstain
Teri Harrison	Aye
Shruti Aring	Absent

Tiffany Randle made a motion to hire Dr. Michael Crudder, as the Principal at an annual salary of $95,000 with enrollment incentives as presented.
Teri Harrison seconded the motion.
Joe Loyd abstained. Tiffany Randle stated that the candidates for the Principal's search were interviewed by a search committee consisting of board members, admin staff, faculty members, and parents. The candidate has years of experience leading a school for gifted children.
The board **VOTED** to approve the motion.

Roll Call

Shruti Aring	Absent
Tiffany Randle	Aye
Joe Loyd	Abstain
Twana Rogers	Absent
Teri Harrison	Aye

F.

Facility Upgrades

Deborah Zeffren reported that new dispensers for toilet paper and hand soap will be installed by Ohio Valley at no cost when we purchase the supplies from them.

XII. Old Business

A. 2024-25 Board Deliverables Calendar

Joe Loyd recommended that facility upgrades proposed for Summer, 2025, should be received in April, 2025. Deborah Zeffren will verify all dates regarding renewals. There are some meeting dates that will need to be adjusted and the calendar can be amended at a later date.
Joe Loyd made a motion to approve the 2024-25 Board Calendar with the proposed changes.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.

XIII. New Business

A. Administration Change

Joe Loyd made a motion to eliminate the Dean Of Students position as of June 30, 2024.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.

XIV. Public Comments - Items not on Agenda

A. Public Comments

No discussion.

XV. Executive Session

A. Executive Session

Teri Harrison made a motion to go into Executive Session to discuss the compensation of a public employee.
Teri Harrison called for an individual vote. Jeff Sugalski was invited to attend the executive session.
The board **VOTED** to approve the motion.

Roll Call	
Tiffany Randle	Aye
Teri Harrison	Aye
Shruti Aring	Absent
Twana Rogers	Absent
Joe Loyd	Aye

XVI. New Business

A. New Business

Teri Harrison made a motion to approve annual compensation merit increases for Deborah Zeffren-$101,764, Jessica Wilcox-$73,840.
Tiffany Randle seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Tiffany Randle	Aye
Joe Loyd	Abstain
Twana Rogers	Absent
Shruti Aring	Absent
Teri Harrison	Aye

XVII. 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 8:52 PM.

Respectfully Submitted,
Joe Loyd

MISSION STATEMENT: Menlo Park Academy is a public school that develops the potential of gifted children through an exemplary program of rewarding experiences that nurtures the whole child.