APPROVED

Menlo Park Academy Governing Board

Minutes

Board Meeting

Quarterly Strategic Planning Session

Date and Time
Saturday October 7, 2023 at 9:00 AM

Location
Menlo Park Academy
2149 W. 53rd Street
Cleveland, OH 44011

Directors Present
Jillian Dura (remote), Shruti Aring, Susan Dornan, Teri Harrison, Tiffany Randle

Directors Absent
Joe Loyd, Twana Rogers

Guests Present
Carl Wagner, Jessica Esway, Phyllis Robinson

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 Saturday Oct 7, 2023 at 9:09 AM.

II. Action Items

A. New Hires

Susan Dornan made a motion to add Lance Lubelski, Eric Riesterer and Jennifer Kopkas to daily sub list.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.
Shruti Aring made a motion to hire Caleb Evans as a building sub at a prorated annual salary of $30,000.
Tiffany Randle seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. 2023-24 Objectives & Key Results

A. Objective 1: Grow Enrollment

Objective and key results for enrollment reviewed. Discussed current marketing activities including status of recent new initiatives and opportunities for improvement. Brainstormed methods to illicit parent feedback throughout the academic year.

B. Objective 2: Elevate Educational Program

Discussed current professional development plan and incorporation into gifted licensure. Program Delivery Standards completed. Enhanced Program Delivery Evaluation to include pacing guides for all cored subjects. Reviewed overarching goals and plans for annual field trips. Definition of encore program progressing and being documented. Reviewed current activities to promote physical well-being, enriching recess and outdoor learning, and promote DEI.

C. Objective 3: Strengthen Culture

No discussion due to time restraint. Will be reviewed and feedback provided by leadership.

D. Objective 4: Build Operational Strength

No discussion due to time restraint. Will be reviewed and feedback provided by leadership.

IV. Next Steps / Wrap Up

A. Next Steps

Shruti Aring made a motion to authorize Jillian Dura to make an offer to Emma Maloney for the Director of Communications and Community Engagement to negotiate a salary and bonus structure to a maximum of $75,000 if enrollment goals are exceeded.
Jillian Dura seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Closing Items

A. Adjourn Meeting

Shruti Aring 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 12:10 PM.

Respectfully Submitted,
Susan Dornan