



# Menlo Park Academy Governing Board

## Minutes

### Strategic Planning Session

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#### Date and Time

Saturday April 6, 2024 at 9:00 AM

#### Location

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

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The quarterly strategic planning session for Menlo Park Academy will take place on Saturday, April 6, 2024 at Menlo Park Academy, 2149 W. 53rd Street, Cleveland, OH 44102.

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#### Directors Present

Jillian Dura, Joe Loyd, Shruti Aring, Teri Harrison, Tiffany Randle, Twana Rogers

#### Directors Absent

*None*

#### Guests Present

Jessica Esway, Phyllis Robinson

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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 Saturday Apr 6, 2024 at 9:07 AM.

## **II. 2023-24 OKR / Goal Review**

### **A. Objective 3: Strengthen Culture**

Reviewed this objective and goals. Rated completion status.

### **B. Objective 2: Elevate Educational Program**

Reviewed this objective and goals. Rated completion status.

### **C. Objective 1: Grow Enrollment**

Reviewed this objective and goals. Rated completion status.

### **D. Objective 4: Build Operational Strength**

Reviewed this objective and goals. Rated completion status.

### **E. Action Plan**

## **III. SY24-25 Enrollment & Marketing Review**

### **A. Enrollment & Re-enrollment Projections**

Reviewed enrollment growth projections and options, as well as summer retention activities.

### **B. Marketing plan adjustments**

Discussed the need for additional funding for marketing activities. Will revisit.

## **IV. Organization Structure**

### **A. 24-25 Organization Structure**

Discussion was had regarding future needs of the school and potential adjustments to the organizational structure.

## **V. Action Items**

### **A. New Hires**

Tiffany Randle made a motion to Ratify the hire of Jacquelyn Lee Ivey as an Executive Assistant for an annual salary of \$48,000, effective 4/1/2024.

Shruti Aring seconded the motion.

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

## VI. New Business

### A. Exterior Door

Jillian Dura made a motion to Suspend the rules to authorize Deborah Zeffren to execute agreement with whichever vendor is approved by the insurance company with a cost not to exceed \$4,000.

Twana Rogers seconded the motion.

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

### B. 24-25 Tech Services

Tiffany Randle made a motion to Table this item.

Joe Loyd seconded the motion.

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

### C. Insurance

Tiffany Randle made a motion to approve the proposal that includes a flat 6% increase to the employee portion of the benefit costs for all current plans.

Jillian Dura seconded the motion.

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

#### Roll Call

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

## VII. Executive Session

### A. Executive Session

Joe Loyd made a motion to Enter executive session to discuss the performance of a public employee at 2:39pm. Exited executive session at 3:53pm.

Tiffany Randle seconded the motion.

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

#### Roll Call

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

## **VIII. 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 3:53 PM.

Respectfully Submitted,  
Joe Loyd