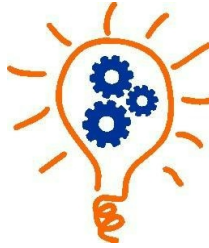


APPROVED



Menlo Park Academy Governing Board

Minutes

Board Meeting

Regular Meeting

Date and Time

Thursday August 22, 2024 at 6:00 PM

Location

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

This month's regular meeting of MPA's governing board will be held on Thursday, August 22, 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

Jeffrey Sugalski, Sam Sherwood, Shruti Aring, Tiffany Randle, Twana Rogers

Directors Absent

Joe Loyd, Teri Harrison

Guests Present

Jacquelyn Lee-Ivey

Signed by Teri Harrison on 12/5/2024

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Tiffany Randle called a meeting of the board of directors of Menlo Park Academy Governing Board to order on Thursday Aug 22, 2024 at 6:07 PM.

II. Public Comments-Items on the Agenda

A. Public Comments-Items on the Agenda

No comments.

III. Minutes

A. Approve meeting minutes

Jeffrey Sugalski made a motion to approve minutes for Board Meeting on 07-25-24.

Shruti Aring seconded the motion.

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

IV. Sponsor Report

A. Sponsor Update

Allison Lenz presented her report. A full report is online. Highlights:
Site visits for all compliance will begin in September. A calendar will be sent out.

House Bill 487: Schools must have AEDs in their buliding by October, 22, 2024. Menlo currently has an AED.

Senate Bill 168 no longer requires a monthly review of residency records.

Open Meetings and Public Records training is coming in September. Board members should attend.

ESCLEW Annual Meeting is September 18, 2024.

V. Treasurer's Report

A. Monthly Financial Report

Jeffrey Sugalski made a motion to acknowledge receipt of June, 2024 financial report.

Sam Sherwood seconded the motion.

A handwritten signature in blue ink that reads "Teri Harrison". The signature is written in a cursive, flowing style.

Signed by Teri Harrison on 12/5/2024

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

Jeffrey Sugalski made a motion to acknowledge receipt of July, 2024 financial report.

Sam Sherwood seconded the motion.

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

VI. Education Reports

A. School Report

Jessica Esway presented her report. See full report online. OST for 3rd grade is scheduled in October, 2024.

VII. Enrollment, Admissions, & Development

A. Report

Jessica Esway presented her report. See full report online. Current enrollment is approximately 336. J. Esway stated that enrollment fluctuates but they will continue to do more to increase enrollment.

T. Randle offered kudos and good praises for the first week of school. The energy was good amongst the school community.

Sam Sherwood will check into ParentSquare stats on usage. Dr. Crudder will be hosting "Coffee with the Principal" to give parents the opportunity to address concerns face to face.

VIII. Operations Report

A. Operations Report

See report online. Full deep clean of bldg over summer. Tech is up ; All chromebooks are distributed. Kids Cafe started the first day. MAT fees are billed. There will be a discussion of Overtime Athletics later in the agenda.

IX. Board Committees

A. Audit & Finance

T. Randle - The Committee had not met since last meeting. There has been weekly meetings re: refinancing the building loan. Meetings have been positive so far.

B. Development

Twana Roger - The Committee still needs to meet about upcoming fundraisers. First item - Winter Benefit. Staff has already starting meeting in-house.

C.

A handwritten signature in blue ink that reads "Teri Harrison". The signature is written in a cursive, flowing style.

Signed by Teri Harrison on 12/5/2024

Enrollment Task Force

Report posted online. Current enrollment: 332. J. Esway stated that the enrollment will fluctuate. Enrollment is still open and testing is scheduled for September.

D. Program Excellence

Shruti Aring - The committee has not met since the last board meeting. Priorities need to be set.

X. Resolutions for Consideration: Academic

A. 23/24 Stipends

Tiffany Randle made a motion to authorize the Jessica Esway to pay club moderators and other stipends for the 23-24 SY as presented.

Twana Rogers seconded the motion.

See Stipends - FY2023-2024 online.

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

B. 24/25 Stipend Plan

Shruti Aring made a motion to approve Jessica Esway to pay club moderators and other stipends for the 24-25 SY as presented.

Sam Sherwood seconded the motion.

See Stipends - FY2024-2025 online.

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

Parents interest will be reviewed per trimester. Club fees have not been charged consistently. Cost look expensive per trimester for Clubs this year.

Discussion about the need to be inclusive of reduced/free lunch families. D. Zeffren wants to include Edison in the meeting. T. Rogers stated that the Development Comm. should come up with funds to address the needs of families in hardship. S. Sherwood suggested that we poll the interest vs. cost. J. Esway will send out survey on interest only to families.

C. 24-25 Novel List

Tiffany Randle made a motion to accept the Novel List for 24-25 SY as presented.

Shruti Aring seconded the motion.

Units are fitting into the William and Mary curriculum. The novel list will be announced at Curriculum Night.

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

XI. Resolutions for Considerations: Operations

A. New Hires



Signed by Teri Harrison on 12/5/2024

Jeffrey Sugalski made a motion to approve the hiring of Megan Dolar as a English teacher.

Sam Sherwood seconded the motion.

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

B. Inventory Removal

Jeffrey Sugalski made a motion to approve the recommendation to remove additional inventory as listed.

Twana Rogers seconded the motion.

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

C. Board Policy Updates

Jeffrey Sugalski made a motion to approve the board policy updates as presented and regarding Section 234.1, we are choosing option 2.

Shruti Aring seconded the motion.

Legal makes recommendations to update policies based on new regulations, etc. J.

Sugalski asked which option do we want to use regarding Section 234.1 (student cell phone use). The members agreed on Option 2. Full policy recommendations are online.

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

D. Plan for Completion of Make-up Days via Web Access

Tiffany Randle made a motion to approve makeup days plan via Web Access for FY 25.

Shruti Aring seconded the motion.

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

E. #787 Seizure Action Plan Designated Employee

Motion to approve Deborah Zeffren as designated employee for the school's seizure action plan.

Twana Rogers seconded the motion.

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

XII. Resolutions for Consideration: Finance

A. Aged Accounts Receivables

Jeffrey Sugalski made a motion to write off aged accounts receivables in the amount of \$46,437.67.

Shruti Aring seconded the motion.

Dave Massa is recommending the Board to write it off.

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

B. Amended Contract

A handwritten signature in blue ink that reads "Teri Harrison". The signature is written in a cursive, flowing style.

Signed by Teri Harrison on 12/5/2024

Sam Sherwood made a motion to approve contract SY 24-25 amendment with Overtime Athletics as presented.

Twana Rogers seconded the motion.

Overtime Athletics owes the school approx. \$30,000. D. Zeffren is speaking with Mandy, Owner, Overtime Athletics about covering what she owes. The amendment is to take our fees from the gross revenue to gross minus wages for the contract moving forward.

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

Twana Rogers made a motion to table authorizing D. Zeffren to reduce the outstanding balance of the 23-24 contract with Overtime Athletics in the amount of \$15,280.

Shruti Aring seconded the motion.

D. Zeffren wants to consider impact of putting free/reduced lunch students in Overtime Athletics for free. Twana Rogers will email Board & D. Zeffren her ideas for payment.

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

C. Funding Priorities

Shruti Aring made a motion to approve the list of funding priorities for the school.

Jeffrey Sugalski seconded the motion.

See list. Speaking to investors regarding refinancing the building loan. Prioritize items for funding which would extend our ask. Get a list of funding priorities, such as outdoor playgrounds equipment. First prioritizing the bldg. (tuckpointing).

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

D. Field Trip Procedures

Twana Rogers made a motion to approve field trip procedures as presented.

Jeffrey Sugalski seconded the motion.

D. Zeffren stated the difference is how much we charge the family payment.

Recommendation for a set cost of 1 night-\$150; \$350-2 nights; \$450-3 nights.

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

XIII. Resolutions for Consideration: Enrollment & Advancement

A. Testing Stipends

Twana Rogers made a motion to authorize Jessica Esway to pay Kelly Baughman, Caitlin Gessner, and Shannon Tagliarina \$100 per staff member per day for administering free testing on 8/8/2024.

Shruti Aring seconded the motion.

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

B. Club Contract

Twana Rogers made a motion to approve Dr. Michael Crudder to execute the new agreement with Progress with Chess.

Shruti Aring seconded the motion.

New agreement to recoup 10%



Signed by Teri Harrison on 12/5/2024

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

XIV. New Business

A. Resignation

Tiffany Randle made a motion to accept the resignation of Board member, Joe Loyd.

Twana Rogers seconded the motion.

Thank you to Joe for all he's done while on the board.

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

XV. Public Comments - Items not on Agenda

A. Public Comments

Karen Sacco gave a shoutout to both a parent/staff perspective great energy with Dr.

Crudder & Tasha, Renee and Jessica.

XVI. Executive Session

A. Executive Session

Tiffany Randle made a motion to to go into Executive session to discuss the performance of a school employee.

Twana Rogers seconded the motion.

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

Roll Call

Joe Loyd	Absent
Twana Rogers	Aye
Teri Harrison	Absent
Shruti Aring	Aye
Jeffrey Sugalski	Aye
Tiffany Randle	Aye
Sam Sherwood	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 8:30 PM.

Respectfully Submitted,
Jacquelyn Lee-Ivey



Signed by Teri Harrison on 12/5/2024

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.

A handwritten signature in blue ink that reads "Teri Harrison". The signature is written in a cursive, flowing style.

Signed by Teri Harrison on 12/5/2024