APPROVED

Menlo Park Academy Governing Board

Minutes

Board Meeting

Regular Meeting

Date and Time
Thursday February 20, 2025 at 6:00 PM

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

The regular meeting of MPA's governing board will be held on Thursday, February 20, 2025 at 6:00 PM at Menlo Park Academy, 2149 W. 53rd Street, Cleveland, OH 44102. Meeting dates and times are posted in several places in building as well as online. We will endeavor to enable virtual attendance, when possible, at this meeting link – https://meet.google.com/bqx-niry-mqu.

Directors Present
Jeffrey Sugalski, Sam Sherwood, Shruti Aring, Teri Harrison, Tiffany Randle, Twana Rogers

Directors Absent
None

Guests Present
Allison Lentz, Amber Tripphahn (remote), Beth Gray (remote), Brittan Berry (remote), Deborah Zeffren, Jessica Esway, Joel Black (remote), Karen Sacco, Kelly Baughman (remote), Latha Ess (remote), Liana Wiemels (remote), Lilah Zautner (remote), Michael Crudder, Michelle Hudak

(remote), Mollie Eardley (remote), Natasha Didytch (remote), Renee Dornan (remote), Rita Nelson, Susan Dornan (remote)

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 Feb 20, 2025 at 6:01 PM.

C. Public Comments

None

II. Sponsor Update

A. Sponsor Update

February site visit was complete and compliant. Reviewing attendance and following up on attendance plan in March. The financial committee will meet with D. Massa monthly, and the Board will receive a report emailed monthly. Sponsor reported Menlo Park Academy is the number one charter school in Ohio according to U.S News and World report.

III. Financials

A. Monthly Financial Report

Jeffrey Sugalski made a motion to Acknowledge receipt of the January Financials.
Sam Sherwood seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Teri Harrison	Aye
Jeffrey Sugalski	Aye
Sam Sherwood	Aye
Tiffany Randle	Aye
Shruti Aring	Aye
Twana Rogers	Aye

The CKLA skills that need to be adapted will show the expected learning level. This means setting up some content meetings with the teachers to discuss how the ELA affects humanities. ELA has shifted based on Dibels and teacher assessments. Math shifted based on Singapore data and k-8 unit assessments. Dibels Testing for K-3 in progress and should be completed by the end of this month.

IV. Education/Program Report

A. Education/Program Report

ELA groups have shifted based on DIBELS and teacher assessments (K-3). Math groups have shifted to based on Singapore Data and unit assessment data (K-3) and curricular materials for 2024-25. Currently in the process of ordering materials for intersession the week of March 10, 2025.

B. Gifted Cohort

There are Gifted courses at Ashland University that have flexibility with schedules, discounts, and cohorts available online, or in person sessions. CSU Gifted courses $618.25 per credit hour, and $1,854 for 3-credit hour course. Financial aid is available based on the endorsement program, and that includes the Master's program.

V. Admissions, Enrollment, & Marketing Report

A. Admissions, Enrollment, & Marketing Report

Currently the overall re-enrollment rate is 88 percent. Grade K has the highest rate of re-enrollment at 100 percent and Grade 7 with 92 percent, as the second highest. The Tours and Testing event had 17 tested, and 5 of those qualified. Admissions is offering In-House registration, and there will be a family from California and Chicago coming for Shadow Days. Connection with Kids have an event coming up in Rocky River, as a resource for families with gifted kids. The Marketing plan is in the Google drive. Marketing report is linked in with enrollment, communications, and the learning development team.

VI. Operations Report

A. Operations Report

Operations is in the midst of a federal fund audit, working with the master office and R. Coleman. The Champions contract was approved back in December 2024. They are training staff, and plan to get them up and running by mid-March 2025, and the goal is to start at the beginning of April 2025. The availability for summer camp opportunities are under discussion, and options will be sent out next Thursday.

VII. Board Committees

A. Audit & Finance

The Operations Team for completed the state audit and the audit was accepted. J. Sugalski shared articles where there will be a federal funding freeze that could affect Charter schools, but could change at any time. 90 percent of funding is through the state. The cover sheet report shows four parents that were engaged, and the financials look to be in line to meet the end of the year goals.

B. Development

The committee is continuing to execute the plan for budget for the Spring dinner event, date work continues, and cleaning up with Little Greenlight to get data current. D. Zeffren will continue to focus on the Menlo Cares donor wall. To date $53,768 has been raised towards the project goal of $130,000. Quiz night and Trivia is scheduled for Saturday, May 10, 2025. A Save-The-Date will go out this week to the entire community. Spring flower fundraiser is scheduled to begin March 1st through March 15th to send flowering bulbs county-wide from Menlo Park Academy.

C. Diversity, Equity, & Inclusion

A virtual meeting was held on Friday, February 7, 2025, and nothing was previously approved.
The committee will re-word the Charter language, along with getting the necessary research and other available resources. Focus on committee work and finalizing the school calendar draft for 2025-26 school year at the next meeting on Friday, March 7, 2025.
Sam Sherwood made a motion to Table the Charter for changes.
Shruti Aring seconded the motion.
Charter not presented, and will be tabled for the next meeting.
The board **VOTED** unanimously to approve the motion.

Roll Call

Teri Harrison	Aye
Tiffany Randle	Aye
Sam Sherwood	Aye
Twana Rogers	Aye
Shruti Aring	Aye
Jeffrey Sugalski	Aye

D. Enrollment Task Force

Discussed ways of identifying prospective kindergartners, and how to get in-person testing done, and create a pipeline to acquire early learning centers. Marketing efforts and goals were discussed in regard to prospective students.

E. Program Excellence Committee

The committee is discussing the program guide for the 2025-26 school year, and a draft will be provided within the next few months. J. Esway will be meeting with teachers to discuss vertical alignment for CKLA. World languages and Culture programs need to be revamped. Trimester 2 surveys for the community, staff, and fourth floor students sent out to be completed.

VIII. Resolutions for Considerations - Operations

A. 1st Day School Supplies

Twana Rogers made a motion to Authorize J. Esway to sign the agreement, as present, with the first day school supplies.
Sam Sherwood seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Teri Harrison	Aye
Shruti Aring	Aye
Tiffany Randle	Aye
Jeffrey Sugalski	Aye
Sam Sherwood	Aye
Twana Rogers	Aye

B. Safe Routes to Schools Grant

Discussed grant for infrastructure that is available for submission with a March 7, 2025 application deadline. The grant will allow for the time to improve conditions, calming traffic, safety and appeal to the campus environment of MPA. The meeting for the application process was held January 30, 2025, and included city council police, commander, two city planners, and corporate. The process will involve working with

ODOT and City of Cleveland officials to fix these issues. This needs to be delegated and finalized based on the deadline, and D. Massa should be involved.

Jeffrey Sugalski made a motion to Delegate the decision to safe house.
Sam Sherwood seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Jeffrey Sugalski	Aye
Tiffany Randle	Aye
Shruti Aring	Aye
Teri Harrison	Aye
Twana Rogers	Aye
Sam Sherwood	Aye

C. Mural Letter of Support

Jeffrey Sugalski made a motion to Support the concept of a creative arts mural on the Water Tower.
Teri Harrison seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Twana Rogers	Aye
Shruti Aring	Aye
Tiffany Randle	Aye
Jeffrey Sugalski	Aye
Sam Sherwood	Aye
Teri Harrison	Aye

D. 2025-2026 Calendar DRAFT

Discussed changes in the calendar dates for next school year to accommodate holidays, and next year's mid-winter break. Feed back to be provided at the next board meeting.

IX. Resolutions for Consideration - Academic

A. Speech Services

Sam Sherwood made a motion to Authorize J. Esway to execute the agreement with Speech Your Heart Out as presented.
Jeffrey Sugalski seconded the motion.

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

Roll Call

Shruti Aring	Aye
Teri Harrison	Aye
Twana Rogers	Aye
Tiffany Randle	Aye
Jeffrey Sugalski	Aye
Sam Sherwood	Aye

B. Summer Program

Shruti Aring made a motion to Authorize J. Esway to sign the agreement with Gigalearn as presented.
Sam Sherwood seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Tiffany Randle	Aye
Teri Harrison	Aye
Shruti Aring	Aye
Sam Sherwood	Aye
Jeffrey Sugalski	Aye
Twana Rogers	Aye

Teri Harrison made a motion to Authorize J. Esway to sign the agreement with Near West Theatre.
Jeffrey Sugalski seconded the motion.
The board **VOTED** unanimously to approve the motion.
Shruti Aring made a motion to Authorize J. Esway to sign the agreement with Mad Science, so long as it meets the outlined parameters of the proposal.
Jeffrey Sugalski seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Tiffany Randle	Aye
Teri Harrison	Aye
Twana Rogers	Aye
Shruti Aring	Aye
Jeffrey Sugalski	Aye
Sam Sherwood	Aye

Sam Sherwood made a motion to Authorize J. Esway to sign the agreement with Progress with Chess, so long as it meets the outlined parameters of the proposal.
Jeffrey Sugalski seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Tiffany Randle	Aye
Teri Harrison	Aye

Roll Call

Jeffrey Sugalski	Aye
Shruti Aring	Aye
Sam Sherwood	Aye
Twana Rogers	Aye

C. Field Trips

Teri Harrison made a motion to Authorize the field trip to Cincinnatti as presented.
Shruti Aring seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Jeffrey Sugalski	Aye
Teri Harrison	Aye
Shruti Aring	Aye
Sam Sherwood	Aye
Twana Rogers	Aye
Tiffany Randle	Aye

Jeffrey Sugalski made a motion to Authorize the field trip to Pittsburgh as presented.
Sam Sherwood seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Shruti Aring	Aye
Tiffany Randle	Aye
Twana Rogers	Aye
Jeffrey Sugalski	Aye
Sam Sherwood	Aye
Teri Harrison	Aye

Jeffrey Sugalski made a motion to Authorize the field trip to Lake Erie Islands as presented.
Sam Sherwood seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Sam Sherwood	Aye
Tiffany Randle	Aye
Twana Rogers	Aye
Teri Harrison	Aye
Jeffrey Sugalski	Aye
Shruti Aring	Aye

X. Resolutions for Consideration - Admissions

A. Bloomwell Group

Teri Harrison made a motion to Authorize T. Randle to sign the agreement for the 2024-2025 school year with the Bloomwell Group as presented.
Twana Rogers seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Sam Sherwood	Aye
Shruti Aring	Aye
Teri Harrison	Aye
Tiffany Randle	Aye
Jeffrey Sugalski	Aye
Twana Rogers	Aye

B. Testing

Teri Harrison made a motion to Authorize to pay testing stipend in the amount of $100 to K. Baughman, C. Gessner, and K. Sacco for testing in February 2025.
Shruti Aring seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Tiffany Randle	Aye
Shruti Aring	Aye
Sam Sherwood	Aye
Twana Rogers	Aye
Teri Harrison	Aye
Jeffrey Sugalski	Aye

C. NEO Parent

Jeffrey Sugalski made a motion to Authorize J. Esway to sign the agreement with Northeast Ohio Parent Magazine in the amount of $850 as presented.
Shruti Aring seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Tiffany Randle	Aye
Sam Sherwood	Aye
Teri Harrison	Aye
Jeffrey Sugalski	Aye
Shruti Aring	Aye
Twana Rogers	Aye

XI. Resolutions for Consideration - HR

A. Resignations

Teri Harrison made a motion to Acknowledge receipt of the resignation of Autumn Carper effective 2/10/2025.

Jeffrey Sugalski seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Jeffrey Sugalski	Aye
Sam Sherwood	Aye
Shruti Aring	Aye
Tiffany Randle	Aye
Twana Rogers	Aye
Teri Harrison	Aye

B. New Hires

None

C. Hold Harmless Agreement

Jeffrey Sugalski made a motion to Authorize D. Zeffren to sign the Hold Harmless agreement as written with Assured Partners.
Shruti Aring seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Tiffany Randle	Aye
Shruti Aring	Aye
Sam Sherwood	Aye
Teri Harrison	Aye
Jeffrey Sugalski	Aye
Twana Rogers	Aye

D. Insurance Renewal

Insurance renewal season pending talks with MPA brokers terms of comparisons. Updates forthcoming to the board for approval in March 2025 for open enrollment in May 2025.

XII. Resolutions for Consideration — Board Committees

A. School Facilities Planning Team (Development subcommittee)

Nothing at this time.

XIII. Executive Session

A. Executive Session

Tiffany Randle made a motion to enter in to executive session to discuss performance of public employee. To invite A. Lentz.
Teri Harrison seconded the motion.

Roll Call Vote

T. Harrison aye
T. Randle-aye
S. Aring -aye
T. Rogers-aye
J. Sugalski aye
S. Sherwood aye
The board **VOTED** unanimously to approve the motion.

Roll Call	
Twana Rogers	Aye
Teri Harrison	Aye
Jeffrey Sugalski	Aye
Sam Sherwood	Aye
Shruti Aring	Aye
Tiffany Randle	Aye

Jeffrey Sugalski made a motion to to adjourn executive session.
Sam Sherwood seconded the motion.
Executive session adjourned at 9:31pm.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Jeffrey Sugalski	Aye
Shruti Aring	Aye
Tiffany Randle	Aye
Sam Sherwood	Aye
Twana Rogers	Aye
Teri Harrison	Aye

XIV. 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 9:07 PM.

Respectfully Submitted,
Tiffany Randle

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.