



# Menlo Park Academy Governing Board

## Minutes

### Board Meeting

Regular Meeting

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#### Date and Time

Thursday March 13, 2025 at 6:00 PM

#### Location

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

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The regular meeting of MPA's governing board will be held on March 13, 2025 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>.

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#### Directors Present

Jeffrey Sugalski, Sam Sherwood (remote), Shruti Aring, Teri Harrison, Tiffany Randle, Twana Rogers

#### Directors Absent

*None*

#### Guests Present

Allison Lentz, Amber Tripphahn (remote), Deborah Zeffren (remote), Jacquelyn Lee-Ivey (remote), Jessica Esway, Karen Sacco (remote), Kelly Baughman (remote), Latha Ess (remote),

Liana Wiemels (remote), Michelle Hudak (remote), Natasha Didytch (remote), Renee Dornan (remote), Rita Nelson

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## **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 Mar 13, 2025 at 6:03 PM.

### **C. Public Comments**

No Comments.

### **D. Approve Minutes - November 2024**

Jeffrey Sugalski made a motion to Approve the Meeting Minutes from the Board Meeting from 11-21-24 Board Meeting on 11-21-24.

Twana Rogers seconded the motion.

Pending review of executive committee

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

### **E. Approve Minutes - Dec 2024 Special**

Jeffrey Sugalski made a motion to amend motion to approve the Meeting Minutes from Special Board Meeting 12-10-24 Special Board Meeting on 12-10-24.

Twana Rogers seconded the motion.

pending review of executive committee

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

### **F. Approve Minutes - December 2024**

Jeffrey Sugalski made a motion to amend motion to approve the Meeting Minutes from December 2024. Board Meeting on 12-19-24.

Twana Rogers seconded the motion.

pending review of executive committee

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

### **G. Approve Minutes - January 2025**

Jeffrey Sugalski made a motion to amend motion to approve the Meeting Minutes from 1-16-25 Board Meeting on 01-16-25.

Twana Rogers seconded the motion.

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

### **H.**

## **Approve Minutes - February 2025**

Jeffrey Sugalski made a motion to amend motion to approve the Meeting Minutes from 2-20-25 Board Meeting on 02-20-25.

Twana Rogers seconded the motion.

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

## **II. Sponsor Report**

### **A. Sponsor Report**

House Bill 33 has funding available in the amount of \$11 million dollars as a grant for distribution among Ohio schools to support safety initiatives. Ohio schools can apply for project-based grants and per student funded grants. The grants will be disbursed on a first-come, first-serve basis with a May 30, 2025 deadline. ESCLEW will have the annual statewide meeting on Friday, August 8, 2025 with Dr. Daryl Michel, as the speaker.

Virtual attendance for certain meeting may be allowed according to new state rules.  
Students to prepare for State testing.

## **III. Financials**

### **A. February Financials**

Jeffrey Sugalski made a motion to acknowledge receipt of February financials.

Teri Harrison seconded the motion.

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

## **IV. Education Report**

### **A. Education Report**

Highlights on field trips and experiences. Discussion about intercession week. Upcoming student assessments for April, and the trimester 2 student and staff survey results. J. Esway and her team was commended for the positive results and success of intercession week.

Discussion on Singapore Math order and quiz bowl. Materials are being prepared for next school year. Science fair showcase on March 6th for 4-8 was a success may families attended.

## **V. Admissions Report**

### **A. Admissions Report**

More children are qualifying at testing. During the last testing session there were 10 students that qualified out of 41 students. The next testing date will be held on Saturday, April 12, 2025 from 10am until 12pm. The focus will be on increasing kindergarten

enrollment. The marketing efforts include participation in Connecting for Kids, an advertisement in the Northeast Ohio Parent Magazine, partnering with KinderCare, and the distribution of Menlo Park Academy flyers.

## **VI. Operations Report**

### **A. Operations Report**

The Operations Team has successfully installed the new banner, "Menlo Park Academy Recognized as One of The Best 2025 Elementary Schools by US News and World Report".

## **VII. Board Committees**

### **A. Audit & Finance**

The meeting has been postponed to Tuesday, March 25, 2025. Refer to the Financial Coversheet for updates on financials, and the proposed budget concerning the Ohio HB96, as it relates to public education and school funding.

### **B. Development**

Updates included the strong progression with 100 percent of Board Member participation in the annual appeal, the success of the Caring Wall, and the Spring Flowers fundraising sales. The upcoming events include the MPA Encore Showcase scheduled on Friday, March 25, 2025; the Walkathon on Friday, April 25, 2025; Trivia In Bloom on Saturday, May 10, 2025. \$62,758.00 has been raised toward development goal to date. The school facilities sub committee initiatives included discussion surrounding safe schools project. Planning to apply to campus improvement grant next year. Earth day clean up on 4/13/25. Plans for more MPA signage around campus. Field house and pay space planning. Frazier, former board member is involved in campus beautification efforts.

### **C. Enrollment Task Force**

The marketing meetings have been moved to Fridays for better scheduling among committee members. In the recent meeting, the focus was geared towards kindergarten enrollment and reviewing the enrollment report numbers to help drive enrollment.

### **D. Program Excellence**

The report shared updates about Report Card drafts and tweaks with the program guide for the 2025-26 school year. Currently, the committee is looking into some ideas about language options, program standards for world cultures, and state planning standards.

## **E. School Culture**

The committee were unable to meet in March due to spring break. The next meeting is scheduled for Friday, April 4, 2025..

## **VIII. Resolutions for Operations**

### **A. Event Contract**

Jeffrey Sugalski made a motion to approve D. Zeffren to sign contract for lawn services with J.J. and Sons Lawncare as presented.

Teri Harrison seconded the motion.

\$200 increase due to Spring clean-up work other than that prices remain the same.

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

### **B. Facility Contract**

Teri Harrison made a motion to authorize D. Zeffren to sign the contract with Italian Creations for the Spring fundraiser.

Jeffrey Sugalski seconded the motion.

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

### **C. Facility Contract**

Teri Harrison made a motion to authorize D. Zeffren to sign the proposal with Coverall for stripping and waxing of the gym floor as presented.

Jeffrey Sugalski seconded the motion.

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

### **D. Consulting Contract**

Twana Rogers made a motion to authorize D. Zeffren to accept the group rate program quote from Sheakley as presented.

Jeffrey Sugalski seconded the motion.

This is a consultant that's used for Worker's Compensation. There are two programs. D. Zeffren's recommendation was the group rate.

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

## **IX. Resolutions for Consideration: HR**

### **A. New Hires**

None

### **B. Resignations/ Terminations**

Jeffrey Sugalski made a motion to accept termination with cause of Carla Reale effective 3-11-2025.

Teri Harrison seconded the motion.

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

## **X. Resolutions for Consideration: Academic**

### **A. Overnight Trip Contract**

Teri Harrison made a motion to authorize J. Esway to sign the contract for Nuhop as presented.

Jeffrey Sugalski seconded the motion.

Grade 6 overnight camping trip for SY25-26.

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

## **XI. Old Business**

### **A. 2025 - 2026 Calendar**

Committee will meet to update the draft for the 2025-26 MPA calendar, and have it ready for approval for the Strategic Planning Session, March 30, 2025.

## **XII. New Business**

### **A. Policy Updates**

Teri Harrison made a motion to approve the policy updates from Dickenson and Wright as presented.

Twana Rogers seconded the motion.

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

Teri Harrison made a motion to authorize J. Esway to sign the contract with Riverside Insights, cost not to exceed \$1,000.

Jeffrey Sugalski seconded the motion.

The quote will be sent to Board for approval of online test licenses.

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

## **XIII. Closing Items**

### **A. Adjourn Meeting**

Tiffany Randle made a motion to enter Executive Session to discuss the performance of a public employee.

Jeffrey Sugalski seconded the motion.

Roll Call:

T. Rogers - Yes  
J. Sugalski - Yes  
T. Harrison - Yes  
D. Zeffren (Remote) - Yes  
A. Lentz - Yes  
J. Esway - Yes

Invitees: A. Lentz, J. Esway, D. Zeffren,  
S. Sherwood - (Remote attendance)-non voting  
(Remote conference call)

entered executive session at 7:20pm

exited executive session at 8:36pm

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

Teri Harrison made a motion to adjourn.

Jeffrey Sugalski 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 8:39 PM.

Respectfully Submitted,  
Twana Rogers

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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.