APPROVED

Menlo Park Academy Governing Board

Minutes

Board Meeting

Regular Meeting

Date and Time
Thursday May 15, 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 May 15, 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.

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

Directors Absent
Sam Sherwood

Guests Present
Allison Lentz, Deborah Zeffren, Jennifer Kopkas, Jessica Esway, Joanne Hilden (remote), Joel Black (remote), Juliana Sacco, Karen Sacco, Kason Kopkas, Kelly Baughman (remote), Latha

Ess (remote), Liana Wiemels (remote), Mchelle Hudak (remote), Mikaela Smith (remote), Natasha Didytch (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 May 15, 2025 at 6:02 PM.

C. Public Comments

D. Approve Minutes - March 2025

Motion to approve the minutes from.
Approved March 2025 regular meeting minutes
The board **VOTED** unanimously to approve the motion.

E. Approve Minutes - Strategic Session

Motion to approve the minutes from Strategic Planning Session on 03-30-25.
The board **VOTED** unanimously to approve the motion.

II. Sponsor Report

A. Sponsor Report

Reviewed monthly sponsor report

III. Financial Report

A. April Financials

Jeffrey Sugalski made a motion to Approve April Financials.
Teri Harrison seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Education Report

A. Education Report

Highlighted in the packet. Fourth floor field trips May 19th, 20th to Cincinnatti and Lake Erie Islands. Work with S. Porras over the summer to help with executive functioning skills into the advisory meetings and responsive classroom.

V. Admissions Report

A. Admissions Report

There were quite a few One-On-One for the month of May, and 4 Shadow Days. We had
7 test takers, and 1 qualified. There were 8 registered to test this month, 5 are registered to test in June. The testing dates are setup, and the next one is scheduled for Saturday, May 24th. Community outreach visits about Menlo Park Academy are happening for Menlo Jr. testing events an monthly e-newsletters to families, as well as social media updates, and the summer marketing events are listed.

VI. Operations Report

A. Operations Report

May 1, 2025 the new benefits and payroll cycles started. We are down to $1,450 in past due MAT Fees, and we received the state safety grant for $2,400.

VII. Board Committees

A. Audit & Finance

The meeting has been rescheduled for Tuesday, May 20th.

B. Development

To date the events have netted $107,397 out of the $130,000 goal. The Walk-A-Thon event placed us more than $5,000 over the goal for that event. The Trivia in Bloom event went well and pending the amount of funds raised. The final push for the draft of the Annual Appeal letter for the end of the year is in progress for June distribution. The database has the percentages available for the families, and the list of donors is due to be posted soon. A meeting was held last night about the four capital projects now underway; playgound, tuck pointing, water tower, and the field house. Development met with the Encore Team, Mr. Henderson, and Mr. Black to find out what we need to do about opportunities to connect before the end of the year. The Kickoff Meeting will be held virtually and the date is pending. Volunteer development is focusing next year's plans to tie activities into the budget. The development plan should be ready for the next meeting.

C. Enrollment Task Force

T. Randle provided a few highlights for S. Sherwood regarding the Enrollment Task Force: WKYC will present a 3-minute news segment and live streaming apps. There will

be a billboard advertisement display posted, Saturday, May 16th at I-90W and W. 55th area. Lead tracking will be measured from both sources to measure effectiveness.

J. Sugalski's Enrollment update highlighted 15 families present for Environmental Cleanup Day within the community. The facilities team is working on project plans for external campus. J. Sugalski and S. Sherwood meet met with some community organizations hat offer grants to introduce the school and will be sharing some collateral about Menlo.

D. Program Excellence

The team is in the process of generating a review of end of year state test and NWEA data and finalizing the program guide for next year.

E. School Culture

The team met on Friday, May 9th to discuss ways to celebrate culture within the calendar, and work on this project during the summer when the season is less hectic. S. Porras and S. Aring received commendations for jobs well done!

VIII. Resolutions for Consideration: Academic

A. Stipends

Teri Harrison made a motion to Authorize J. Esway to pay Floor Lead stipends to E Peters, L. Koppenhaver, J. Black, K. Baughman in the amount of $300.
Jeffrey Sugalski seconded the motion.
The board **VOTED** to approve the motion.

B. Field Day Game Contract

Twana Rogers made a motion to Authorize J. Esway to sign the contract with Ohio Mobile Gaming in the amount of $286.76.
Shruti Aring seconded the motion.
The board **VOTED** to approve the motion.

C. Executive Functioning Curriculum Invoice

Shruti Aring made a motion to Authorize J. Esway to sign the renewal for the executive functioning curriculum with Smarts for $1,359 as presented.
Jeffrey Sugalski seconded the motion.
The board **VOTED** to approve the motion.

D. Summer SEL Program Proposal

Jeffrey Sugalski made a motion to Approve the program for summer work with S. Porras for the amount of $1,000 pending completion of the program as presented.

Shruti Aring seconded the motion.
Responsive Classroom Training
The board **VOTED** to approve the motion.

IX. Resolutions for Consideration: HR

A. New Hires

Jeffrey Sugalski made a motion to Approve K. Baughman to be hired as Dean of Curriculum and Gifted Instruction for salary of $55,000 starting July 7, 2025.
Shruti Aring seconded the motion.
The board **VOTED** to approve the motion.

X. Resolutions for Consideration: Operations

A. Student Dismissal Software Renewal

Shruti Aring made a motion to Approve D. Zeffren to renew PikMyKid as presented in the amount of $4,875.
Jeffrey Sugalski seconded the motion.
The board **VOTED** to approve the motion.

B. IT Vendor Renewal

Teri Harrison made a motion to Authorize D. Zeffren to renew the contract with Spacebound for IT services as it says in the contract.
Jeffrey Sugalski seconded the motion.
There was a recommendation to modify the contract, and extend the current contract for one month to July 1, 2025.

Shoutout to Jeffrey with Spacebound
The board **VOTED** to approve the motion.

C. Let's Talk Software Renewal

Jeffrey Sugalski made a motion to for D. Zeffren to execute the agreement with Let's Talk in the amount of $15,759 for services as presented.
Twana Rogers seconded the motion.
The board **VOTED** to approve the motion.

D. ESC Contract Modification

Jeffrey Sugalski made a motion to for T. Randle to sign the ESCLEW contract modification as presented.
Twana Rogers seconded the motion.
The board **VOTED** to approve the motion.

E.

HVAC Repair Contract

Jeffrey Sugalski made a motion to for D. Zeffren to sign the agreement with the K Company, Inc. to repair the ventilator in the amount of $2,112.15 as presented.
Shruti Aring seconded the motion.
The board **VOTED** to approve the motion.

F. Five Year Forecast

Teri Harrison made a motion to approve the Five-Year Forecast as presented.
Jeffrey Sugalski seconded the motion.
The board **VOTED** to approve the motion.

G. Asset Disposal

Jeffrey Sugalski made a motion to remove the broken TV from the fourth floor.
Teri Harrison seconded the motion.
The board **VOTED** to approve the motion.

XI. Board Resolutions

A. Member Elections

Shruti Aring made a motion to re-elect T. Rogers for another 3-year term.
Jeffrey Sugalski seconded the motion.
The board **VOTED** to approve the motion.

XII. Old Business

A. Old Business

The Board acknowledged S. Aring for her service and contributions to the Menlo Park Academy Board. Her term will end June 2025, this will be her last board meeting.

XIII. New Business

A. New Business

None

XIV. Closing Items

A. Adjourn Meeting

Teri Harrison made a motion to adjourn meeting.
Jeffrey Sugalski seconded the motion.
The board **VOTED** 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 9:00 PM.

Respectfully Submitted,
Twana Rogers

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.