APPROVED

Menlo Park Academy Governing Board

Minutes

Board Meeting

Regular Meeting

Date and Time
Thursday November 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 November 20, 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, Sam Sherwood, Teri Harrison, Tiffany Randle

Directors Absent
Twana Rogers

Guests Present
Allison Lentz, Deborah Zeffren, Jessica Esway

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 Nov 20, 2025 at 6:08 PM.

C. Public Comments

No public comments

II. Sponsor Report

A. Sponsor Report

- Julie Kadri is holding open office hours to answer questions about compliance tasks on the second Wednesday of each month at 9AM via Zoom.
- Reviewed at November site visit:
  - student seizure action plans and staff training
  - k/1 hearing and vision screener verification
  - reporting child abuse or neglect; in-service training in child abuse prevention programs, school safety and violence prevention, and training on the board's harassment intimidation or bullying policy
  - peanut/food allergy policy

III. Financial Report

A. Report

Sam Sherwood made a motion to Approve October financials as presented.
Jeffrey Sugalski seconded the motion.
The board **VOTED** to approve the motion.

IV. New Hires

A. New Hires

Teri Harrison made a motion to add Sam Pratt as a daily sub list for a rate of $130/day.
Sam Sherwood seconded the motion.
The board **VOTED** to approve the motion.
Teri Harrison made a motion to hire Corie Rivera as an intervention specialist at $65,000 effective 11/12/25.
Sam Sherwood seconded the motion.
The board **VOTED** to approve the motion.

V. Education Report

A. Education Report

- Field Trips/experiences for the month of November/December
- Teacher evaluation process is underway
- NAGC Pittsburgh was attended by majority of staff where members logged information that they learned and how it could apply at MPA - using this info on Jan. 5th for in-service.

VI. Admissions Report

A. Admissions Report

- Reenrollment went out and will closed on 11/28. Reminders will be sent out this week and the week before they're due.
- Jessica Esway spoke at a Connecting for Kids event and attendance was great and the talk went well! Podcast recording will be available within the week.
- Fall 2025 tour and testing dates were provided with number of students tested, qualified, and enrolled.

VII. Operations Report

A. Operations Report

- Tuckpointing work is starting to waterproof the building and should last 6 weeks.
- The school is taking steps toward participating in the National School Lunch Program. Deborah Zeffren provided an update on fund development and progress toward goals.
- Operations staff is in the process of better tracking and reporting volunteer hours. Board members should log their hours.
- The visit with the Swagelok and Lozick Family Foundations went well and a partnership seems very promising.

VIII. Board Committees

A. Audit & Finance

- Met in October for September financials
- Next meeting is Tuesday at 12 during Friendsgiving - reviewing October financials

B. Development

- Stoller fundraiser just ended and we are working to get the winter benefit up and running.
- Donations are coming through from our community and local businesses.

- Taking steps working towards trivia in bloom - currently looking for sponsors, securing caterer, liquor license, etc.
- Fundraising goals are uploaded in operations report

C. Enrollment Committee

- Discussed committee enrollment goals for the 2025-26 school year
- Committee is going to create smart goals for the OKR's

D. Program Excellence

- Discussing principles and habits surrounding the "Menlo Model"

IX. Resolutions for Consideration: Academic

A. Data Consultant Proposal

Teri Harrison made a motion to authorize Jessica Esway to accept the proposal with Candor Learning as presented.
Sam Sherwood seconded the motion.
The board **VOTED** to approve the motion.

B. NWEA Contract

Sam Sherwood made a motion to authorize Jessica Esway to sign the sales order with NWEA as presented.
Teri Harrison seconded the motion.
The motion did not carry.

C. Gifted Education Cohort

Teri Harrison made a motion to approve the payment for the first gifted cohort from Ashland University as presented.
Jeffrey Sugalski seconded the motion.
Motion tabled for clarification on invoice
The motion did not carry.

D. Testing Stipends

Teri Harrison made a motion to approve the $100 testing stipend for Michelle Hudak & Shannon Tagliarina for November testing.
Sam Sherwood seconded the motion.
The board **VOTED** to approve the motion.

E. Program Proposal

Jeffrey Sugalski made a motion to approve the Dancing Classrooms program as presented.

Sam Sherwood seconded the motion.
The board **VOTED** to approve the motion.
Sam Sherwood made a motion to authorize Jessica Esway to execute the agreement as presented with Developing Connections.
Jeffrey Sugalski seconded the motion.
The board **VOTED** to approve the motion.

X. Old Business

A. Old Business

Sam Sherwood made a motion to authorize Tiffany Randle to authorize the contract modification as presented.
Jeffrey Sugalski seconded the motion.
The board **VOTED** to approve the motion.

XI. New Business

A. New Business

No new business

XII. Executive Session

A. Executive Session

No executive session

XIII. 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 7:42 PM.

Respectfully Submitted,
Jeffrey Sugalski

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.