

APPROVED



Menlo Park Academy Governing Board

Minutes

Enrollment Growth Committee

Date and Time

Tuesday January 13, 2026 at 5:30 PM

Location

Virtual Meeting

Google Meet joining info

Video call link: <https://meet.google.com/wyq-idfu-oir>

Or dial: (US) +1 541-714-3933 PIN: 231 334 802#

The meeting of MPA's Enrollment Committee will be held virtually at 5:30pm EST on Tuesday, January 13, 2026. See agenda for joining details.

Committee Members Present

Sam Sherwood (remote), Teri Harrison (remote), Tiffany Randle (remote)

Committee Members Absent

None

Guests Present

Deborah Zeffren (remote), Jessica Esway (remote)

I. Opening Items

A. Record Attendance

Teri Harrison

Signed by Teri Harrison on 2/10/2026

B. Call the Meeting to Order

Teri Harrison called a meeting of the Enrollment Growth Committee of Menlo Park Academy Governing Board to order on Tuesday Jan 13, 2026 at 5:35 PM.

C. Approve Minutes

Sam Sherwood made a motion to approve the minutes from Enrollment Growth Committee on 12-09-25.

Teri Harrison seconded the motion.

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

II. Goal Review

A. Current Goals

Reviewed current goals with upcoming dates.

KG Enrollment: Create our own playbook; Update ECPTA lists; Explore social media lists/groups.

Full Enrollment: Create implementation plan for EGOP; CRM in process; Print ad calendar in process; updating social media plan.

Retention: 12 withdrawals so far this year (3.4%); Re-enrollment at 85.5% - additional methods of follow-up being utilized. Current retention plan will be shared to be updated.

Community events - add math night in March. Will secure volunteer team lead.

III. Reporting Metrics

A. KG Enrollment

Currently at 6.19% of goal (6 students)

B. Full Enrollment

Currently at 62% of full enrollment goal.

C. Student Retention

Currently at 96% of re-enrollment goal.

Currently at in-year retention goal of 97%.

IV. 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 6:30 PM.

Respectfully Submitted,

Teri Harrison

Signed by Teri Harrison on 2/10/2026

Teri Harrison

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.

Teri Harrison

Signed by Teri Harrison on 2/10/2026