APPROVED

Menlo Park Academy Governing Board

Minutes

Board Meeting

Date and Time
Sunday July 17, 2016 at 9:00 AM

Location
North Olmsted Community Center, 26000 Lorain Rd., N. Olmsted, OH

OUR MISSION: Menlo Park Academy is a public school that develops the potential of gifted learners through an exemplary program of rewarding experiences that nurtures the whole child.

Directors Present
Amanda Ross, Cathy Aldrich, Dan O'Malia, Kelly Nelson, Suzanne McFarland, Teri Harrison

Directors Absent
Fraser Hamilton Sr

Directors who left before the meeting adjourned
Dan O'Malia

Guests Present
Amber Oxley, Beverley Veccia, Carol Murphy, Doug Thompson, Dr. Sylvia Rimm, Jeff Jaroscak, Katherine Widness, Toby Oster

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Teri Harrison called a meeting of the board of directors of Menlo Park Academy Governing Board to order on Sunday Jul 17, 2016 at 9:00 AM.

II. Welcome

A. Agenda Overview

T. Harrison summarized the purpose and agenda for the meeting.

B. Welcome

Dr. Sylvia Rimm spoke to the group about our responsibility for the mission of MPA. 4 P's - Power, positivity, partnership and passion!

C. The Board's Role in Fundraising

Development Consultants, Katie Widness and Carol Murphy, presented to the group about the roles of the Board, Staff and Consultants in the Capital Campaign and Fundrasing. Board's role is to:
1. Approve the fundraising plan;
2. Make leadership gifts;
3. Market campaign externally;
4. Provide access to corporations / foundations;
5. Host and assist with cultivation events;
6. Support committee and development staff.

They also reviewed the current phase of the campaign and where we stand. They also answered questions posed to them by the group.
After the presentation, Mses. Widness and Murphy left the meeting.

D. Our Mission, Vision & Core Values

T. Harrison reviewed our current Vision, Mission and Core Values with the group to see if they still applied. No one suggested any changes at this time, we will revisit this after the KRA discussion if there is time.

III. Survey Results Review

A. Staff & Parent Survey Results

S. McFarland presented the findings from the Staff, Parent and Student Survey. A high percentage of stakeholders took the survey. She looked for trends that met the 85% or more metric to determine conclusions or trends while keeping in mind comments provided. Overall satisfaction is ranked over 90% by all surveyed stakeholders. Survey results will inform the KRA review which will now be after lunch.

Dan O'Malia left.

IV. Key Result Areas

A. 2015-16 KRA Document Review

The Key Result Area document from SY 15-16 was reviewed by the attendees as a group. Each goal in each of the three main areas Educational Program, Facilities and Institutional Advancement were evaluated to see if they had been accomplished, needed revision and if anything needed to be added based on the survey results. We also noted what went well and what could be improved. C. Aldrich will send the revised KRA document to the Admin team and the Board so that committees may add dates and deliverables to each goal as needed. Once all have dates, C. Aldrich will finalize and distribute. The committees will then use the updated KRAs to determine their Committee goals for the year to be approved by the Board at the August Board meeting.

V. Lunch

A. Lunch Break

VI. Goals

A. Goals

This was integrated into the KRA review. See above.

VII. Measurements

A. Accountability Metrics

Time became limited, so it will up to each committee/admin team to make sure that goals are turned into SMART goals with accountability metrics and deliverables attached.

VIII. Need Evaluation

A. Evaluation of Needs

Discussion of needs at the Board level - finance and HR and additional Board members. Discussion of a stronger Board member onboarding and education process so that people who are not experienced in board service can achieve success. Utilization of BVU resources was discussed.

B. Governance

Cathy Aldrich made a motion to approve the Board Member Handbook as uploaded.
Kelly Nelson seconded the motion.
The motion unanimously did not carry.

C. Aldrich rescinded the motion when members stated they had not read the document so was not ready to vote.

C. Committee Structure

C. Aldrich reviewed the overarching committee goals from last year.

IX. Closing Items

A. Settlement Agreement

Cathy Aldrich made a motion to authorize T. Harrison to execute the Settlement Agreement as presented.
Suzanne McFarland seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Adjourn Meeting

Amanda Ross made a motion to adjourn the meeting.
Suzanne McFarland 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 4:00 PM.

Respectfully Submitted,
Cathy Aldrich