

June 6, 2019

The Board of Directors of the Findlay Digital Academy met in regular session at 4:00 p.m. at Findlay Digital Academy, 1219 W. Main Cross, Findlay, Ohio 45840.

President, Ms. Bash, called the meeting to order. Board members present were: Ms. Bash, Pastor Delacruz, Mr. Miller, and Dr. Wannemacher. Also attending were Mrs. Rooker - FDA Executive Director and Mrs. White – FDA Program Coordinator.

Absent board members were Ms. LaRocco, Mr. Martin, and Rev. Miller.

**2019-06-001 Approval of Minutes**

It was moved by Pastor Delacruz and seconded by Mr. Miller, to approve the minutes of the special meeting on May 21, 2019.

Roll call: Ms. Bash, aye; Pastor Delacruz, aye; Mr. Miller, aye; and, Dr. Wannemacher, aye.

Ms. Bash declared the motion carried.

Public Participation – None

Correspondence

- Board Member, Dr. Wannemacher  
Shared an email she received to share with the board from Brian J. DeSantis, Esq. Mr. DeSantis explained that there has been discussion between him and the Ohio Department of Education related to the position that ODE has taken that the Hancock County ESC is the “operator” of FDA. He believes that there is no operation relationship and has been in communication with ODE about this. He shared a copy of Services Agreement he is sharing with ODE. He will be continuing his conversations with ODE about this and will be in communication again.

**2019-06-002 Consent Items**

- A. Monthly Financial Report March, 2019  
The Treasurer recommends that the Monthly Financial Report thru March 2019 be accepted as presented in Exhibit A.
- B. Monthly Financial Report April, 2019  
The Treasurer recommends that the Monthly Financial Report thru April 2019 be accepted as presented in Exhibit B.  
This included both the April 2019 and May 2019 Financial Reports.

- C. Acceptance of Resignations  
The Executive Director recommends the approval of resignations from Mr. Michael Janton, Academic Coach as presented in Exhibit C.
- D. Acceptance of Agreement with Jefferson County Educational Service Center (Curriculum)  
The Executive Director recommends the approval of the participation agreement between Findlay Digital Academy and the Jefferson County Educational Service Center for an internet-based educational curriculum and delivery system for 12 months beginning July 1, 2019 and ending June 30, 2020 as presented in Exhibit D.
- E. 22+ Adult High School Diploma Program Coordinator Job Description  
The Executive Director recommends the job description for Program Coordinator to be accepted as presented in Exhibit E
- F. 22+ Adult High School Diploma Program Handbook  
The Executive Director recommends the approval of the 2019-2020 22+ Adult High School Diploma Program Handbook as presented in Exhibit F
- G. 22+ Adult High School Diploma Program Application  
The Executive Director recommends the approval of the 2019-2020 22+ Adult High School Diploma Program Application as presented in Exhibit G
- H. Policy HI: Parent/Foster Parent Involvement and Participation Review  
The Executive Director recommends Policy HI Parent/Foster Parent Involvement and Participation be reviewed and readopted as presented in Exhibit H
- I. Policy HI Form: Parent/Foster Parent Involvement and Participation Revision  
The Executive Director recommends the revision of Policy HI Form Parent/Foster Parent Involvement and Participation as presented in Exhibit I
- J. Acceptance of Comprehensive Instructional Services Agreement with TRECA  
The Executive Director recommends the approval of the Comprehensive Instructional Services Agreement for Community Schools and TRECA Enhancement services entered into for FY 2020 with TRECA as presented in Exhibit J
- K. 2019-2020 Treasurer Agreement  
The Executive Director recommends the approval of the re-employment of Stephen Ernest as Treasurer for the 2019-2020 school year at a salary of \$20,000.00 effective August 1, 2019 through July 31, 2020 as presented in Exhibit K
- L. 2019-2020 Executive Director Contract  
The President of the Board of Directors recommends the approval of the re-employment of Rosemary Rooker as Executive Director/Superintendent for the

2019-2020 school year for Findlay Digital Academy at a salary of \$85,500.00 where all salary and benefits will be purchased through the Hancock County ESC effective August 1, 2019 through July 31, 2020

M. 2019-2020 Employment of EMIS Coordinator

The Executive Director recommends the employment of John Sipusic as the EMIS Coordinator effective August 1, 2019 through July 31, 2020 for \$750.00 per month (prorated on an \$9,000.00 annual salary) as a purchased service through the Hancock County ESC

N. Employment of Administrative Assistant

The Executive Director recommends the employment of Michele Cassidy as Administrative Assistant from September 3, 2019 through June 11, 2020 at a salary of \$22,368.32 where all salary and benefits will be purchased through the Hancock County ESC pending approval of the Hancock County ESC

O. Employment of 22+ Adult High School Diploma Program Coordinator

The Executive Director recommends the employment of Mark Willeke as 22+ Adult High School Diploma Program Coordinator to be purchased through the Hancock County Educational Service Center for \$15,000.00 effective August 5, 2019 through June 5, 2020 to include 40 weeks of service, contingent upon approval of the Hancock County Educational Service Center and pending approval of the 22+ Adult High School Diploma Program from the Ohio Department of Education.

P. 2019-2020 Principal Contract

The Executive Director recommends the approval of employment of Michael Brand as Principal for the 2019-2020 school year at a salary of \$68,400.00 where all salary and benefits will be purchased through the Hancock County ESC effective August 2, 2019 through June 30, 2020, contingent upon the approval of the Hancock County Educational Service Center.

Q. Employment of Testing/Curriculum Coordinator

The Executive Director recommends the re-employment of Wendy Farrow as Testing/Curriculum for the 2019-2020 school year to be purchased through Findlay City Schools at a salary \$36,000.00 for a 10 month contract effective August 1, 2019, (2 weeks before school starts, until 2 weeks after school ends) to include 40 weeks of service, contingent upon approval of the Findlay City Board of Education.

R. Employment of Special Education Coordinator

The Executive Director recommends the re-employment of Lori Faeth as the Special Education Coordinator for the 2019-2020 school year to be purchased through Findlay City Schools at a salary of \$42,000.00 for a 10 month contract effective

August 1, 2019, (2 weeks before school starts, until 2 weeks after school ends) to include 40 weeks of service, contingent upon approval of the Findlay City Board of Education.

S. Employment of College & Career Readiness Coordinator

The Executive Director recommends the re-employment of Linda Huffman as the College & Career Readiness Coordinator for the 2019-2020 school year to be purchased through Findlay City Schools at a salary of \$42,000.00 for a 10 month contract effective August 1, 2019, (2 weeks before school starts, until 2 weeks after school ends) to include 40 weeks of service, contingent upon approval of the Findlay City Board of Education.

T. Employment of Lead Instructional Coach/Work Study Coordinator

The Executive Director recommends the re-employment of Gregg Lang as Lead Instructional Coach for the 2019-2020 school year to be purchased through Findlay City Schools at a salary of \$30,000.00 for a 10 month contract effective August 1, 2019, (2 weeks before school starts, until 2 weeks after school ends) to include 40 weeks of service, contingent upon approval of the Findlay City Board of Education.

U. Employment of Mentor/Data Coordinator

The Executive Director recommends the re-employment of Barb Ebersole as a Mentor/Data Coordinator for the 2019-2020 school year to be purchased through Findlay City Schools at a salary of \$23,627.00 for a 10 month contract effective August 1, 2019 (2 weeks before school starts, until 2 weeks after school ends) to include 40 weeks of service, contingent upon approval of the Findlay City Board of Education.

V. Employment of Secretary

The Executive Director recommends the employment of Sharon Snyder as a Secretary for the 2019-2020 school year at the rate of \$16.78 per hour as a purchased service through Findlay City Schools on an as needed basis, contingent upon approval of the Findlay City Board of Education.

W. Employment of Data Coach

The Executive Director recommends the employment of Mary Beth Faeth as Data Coach for the 2019-2020 school year at the rate of \$22.43 per hour as a purchased service through Findlay City Schools on an as needed basis, contingent upon approval of the Findlay City Board of Education.

X. Employment of Attendance Coach

The Executive Director recommends the employment of Cindy Frantz, as FDA Attendance Coach for the 2019-2020 school year to be purchased through Findlay City Schools at the rate of \$22.43 per hour for up to 29 hours per week for 40

weeks of service, (two weeks before school starts through two weeks after), contingent upon approval of the Findlay City Board of Education.

Y. Re-Employment of Instructional Coaches

The Executive Director recommends the re-employment of Susan Busey, Rob Fox, David Vaas, Jane VanRenterghem, Gary Wilson, Gary Lathrop, Brenda Boster, Mark Johnson, Deb Rollins, Rhonda Nye, Ann Spuller, Susan Roby and Linda Darnall as Instructional Coaches for the 2019-2020 school year to be purchased through Findlay City Schools at a rate of \$22.43 per hour on an as needed basis, contingent upon approval of the Findlay City Board of Education.

Z. Employment of Instructional Coach

The Executive Director recommends the employment of Lisa Marie Maag as an Instructional Coach for the 2019-2020 school year to be purchased through Findlay City Schools at a rate of \$22.43 per hour on an as needed basis, contingent upon approval of the Findlay City Board of Education

AA. School Resource Officer & Head of the Law Enforcement Unit

The President of the Board of Director recommends the approval of appointing Michael Brand as the School Resource Officer and the Head of the Law Enforcement Unit.

Dr. Wannemacher moved and Mr. Miller seconded to approve the consent items A-AA.

Roll call: Ms. Bash, aye; Pastor Delacruz, aye; Mr. Miller, aye; and Dr. Wannemacher, aye.

Ms. Bash declared the motion carried.

**2019-06-003 Discussion Items**

Discussion items included:

- Technology Position
- 2018-2019 FTE Review
- Graduation
- Climate Data, Exhibit L
- Drop Out Prevention Rules Work Group
- Lease with TLB Corporate Center, LLC
- CCIP/OIP
- Upcoming In-Service
- Advertising

**2019-06-004 Sponsor Update**

- Site Visit was held on May 1, 2019. All was good.

- The Sponsor Evaluation documents have been submitted to the Ohio Department of Education.

**2019-06-005 Comments**

Executive Director Comments:  
None

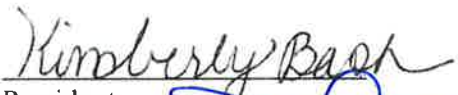
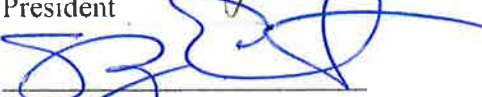
Board Comments:  
None

**2019-04-006 Adjournment**

It was moved by Mr. Miller and seconded by Dr. Wannemacher to adjourn at 5:30 p.m.

Roll call: Ms. Bash, aye; Pastor Delacruz, aye, Mr. Miller, aye; and Dr. Wannemacher, aye.

Ms. Bash declared the motion carried.

  
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President  
  
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Treasurer

Read and approved