

Findlay Digital Academy

Regular Board Meeting Minutes

Thursday, August 3, 2023

12:00 PM

The Board of Directors of the Findlay Digital Academy met in a regular session at 12:00 PM at Findlay Digital Academy, 1219 West Main Cross, Findlay, Ohio. 45840.

President, Ms. Bash called the meeting to order at 12:05 PM.

Board members present were as follows: President Ms. Bash, Dr. Wannamacher, Mr. Galbraith, Ms. LaRocco (Arrived at 12:11 PM), Mr. Miller. Also, Mrs. Rooker (FDA Executive Director), Mr. Steve Earnest (School Treasurer) Virtual Attendance, and Michael Brand (Secretary/FDA Principal)

Absent Board members were as follows: None

Visitors: There were no visitors to the meeting.

2023-08-001 Approval of Minutes

It was moved by Mr. Galbraith and seconded by Mr. Miller to approve the minutes of the board meeting on May 11, 2023.

Roll call: Mr. Galbraith, Aye; Mr. Miller, Aye; Mr. Thomas, Aye; Mrs. LaRocco, NA; Dr. Wannamaker, Aye; Ms. Bash, Aye.

Motion passed.

Public Participation:

There was no public participation during this meeting.

Correspondence:

Board Members – Nothing shared.

Superintendent, Rosemary Rooker – The superintendent shared one correspondence item:

- It was shared that we received the Treasurer Bond for Mr. Stephen Earnest.
- Rosemary also introduced Findlay City School's new Superintendent: Dr. Andrew Hatton who sat in and observed on our meeting.
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Treasurer, Stephen Earnest – The treasurer generally reviewed the financial information for FDA.

2023-08-002 Consent Items (A-N)

- A. **May Financial Report**
The treasurer recommends that the May Financial Report be accepted as presented in Exhibit A.
- B. **June Financial Report**
The treasurer recommends that the June Financial Report be accepted as presented in Exhibit B.
- C. **eSchool Plan for Providing Special Education & Related Services to Students with Disabilities- FY 2024**
The Superintendent recommends the approval of the eSchool Plan for Providing Special Education & Related Services to Students with Disabilities -FY 2024 to be presented to Sponsor School District, Findlay City Schools. As presented in Exhibit C.
- D. **2023-2024 Student & Parent Handbook**
The Superintendent recommends the approval of the changes made in the 2023-2024 Student & Parent Handbook as presented in Exhibit D.
- E. **2023-2024 Staff Handbook**
The Superintendent recommends the approval of the changes made in the 2023-2024 Staff Handbook as presented in Exhibit E.
- F. **2023-2024 Course Catalog**
The Superintendent recommends the approval of the 2023-2024 Course Catalog as presented in Exhibit F
- G. **2023-2024 Emergency Operations Plan**
The Superintendent recommends the approval of the changes made in the 2023-2024 Emergency Operations Plan as presented in Exhibit G.
- H. **Approve Agreement with TSC Communications**
The Superintendent recommends the acceptance of the agreement with TSC Communications for phone services as presented in Exhibit H.
- I. **22+ Adult Diploma Program Handbook for 2023-2024**
The Superintendent recommends the approval of the 22+ Adult Diploma Program Handbook for the 2023-2024 school year as presented in Exhibit I.
- J. **22+ Adult Diploma Program Application for 2023-2024**
The Superintendent recommends the approval of the 22+ Adult Diploma Program Application for the 2023-2024 school year as presented in Exhibit J

- K. Memorandum of Understanding with CHOPIN Hall for 2023-2024
The Superintendent recommends that the Memorandum of Understanding with CHOPIN HALL for collaboration on initiatives be approved as presented in Exhibit K.
- L. Memorandum of Understanding with Coffee Amici for 2023-2024
The Superintendent recommends that the Memorandum of Understanding with Coffee Amici for collaboration on initiatives be approved as presented in Exhibit L.
- M. Approve Services Agreement with Northwest Ohio Area Computer Services Cooperative (NOACSC)
The Superintendent recommends the approval of the Services Agreement with Northwest Ohio Area Computer Services Cooperative (NOACSC) for July 1, 2023 thru June 30, 2026 as presented in Exhibit M.
- N. Change of Intervention Specialist Academic Coach to Intervention Specialist Teacher
The Superintendent recommends the change of Linda D'Angelo as an Intervention Specialist Academic Coach through Findlay City Schools to an Intervention Specialist Teacher through Jefferson County ESC at the cost of \$41,000.00 for a total of 152 days effective August 14, 2023 – May 29, 2024 contingent upon approval of the Findlay City Board of Education.

It was moved by Mr. Galbraith and seconded by Mr. Thomas to approve the Consent Items (A-N).

Roll call: Mr. Galbraith, Aye; Mr. Thomas, Aye; Mr. Miller, Aye; Ms. LaRocco, Aye; Dr. Wannemacher, Aye; Ms. Bash, Aye.

Motion Passed.

Discussion Items

- Code of Ethics/Confidentiality – Annual form was signed by Board members and collected by Mrs. Rooker.
- Conflict of Interest Policy/ Disclosure Form – Annual form was signed by Board Members and then collected by Mrs. Rooker.
- Graduation 2023 Summary – This year we had 87 students graduate and 5 22+ students graduated.
- Year End Climate Data for 2022-2023 – Rosemary shared this document with the Board. A few key points are as follows: Our students earned the most credits ever (370.25). Both student lab visits and coaches contacts were up this past year.

- Preliminary Report Card Data for 2022-2023 – Mrs. Rooker shared the primary results for the 2022-2023 report card. Results indicate that FDA will earn an “Exceeds Standards” overall rating. All areas but one has preliminary scores of “Exceeds Standards”. In the area of “Progress” a score is not yet available.
- E School Funding HB 123 Update – As part of the new Budget Bill (HB 33), the DOPR Pilot Program Funding was made permanent. With this change, DOPR E Schools are assured funding through a three-tiered method which include hours of participation, credits earned, and an attendance component. Additionally, through this bill the Department of Education will be changed to the Department of Education and Workforce (DEW). This change will become effective in October. The head of the department will be appointed by the Governor. Educators around the state are awaiting details of changes being made.
- Results of FY’23 FTE Review – The FY’23 FTE review was completed in June with ODE. The review went smoothly, and FDA was able to verify a full-time equivalency for funding 136. This is the highest FTE we have been able to achieve at FDA since 2016.
- Enrollment for the 2023-2024 School Year – We have 132 students carrying over from last year that have re-enrolled. 64 students are currently waiting to be enrolled. We will start the year around 200 students, with 27 currently on our “Waiting List”.
- FDA Policy Manual Work – Rosemary will be working throughout the year with Brian DeSantis from Pepple & Waggnor to update our policy manual. All policies will be brought to the Board for approval.
- Teacher Salary Guideline Work – Discussions will be held during Executive Session.
- Solar Eclipse Planning – Michael shared information on the upcoming Solar Eclipse on April 8, 2024. FDA will run remotely that day for both students and staff.
- Update on 22+ Program – Rosemary reported that we have received \$50,000.00 in funds from the Ohio Department of Education for the 22+ program for the 2023-2024 school year. This is twice the amount received during the last school year. Rosemary will be working with Mark Willeke to begin enrollment and the program will officially start after Labor Day.
- CCIP/OIP – Rosemary shared that FDA has spent out all of Federal ESSER monies that were awarded. Our treasurer was able to do this as per the recommendations from the State.
- Update on Transition from FCS
 - Phones – New phone system has been put into place with the assistance of NOASC.
 - Technology – New domain has been purchased: findlaydigitalacademy.com. All students now have emails on the new domain. The majority of the staff are using the new domain as well. Staff are working with administration to use and move documents over in Google Drives to the new domain as well. As the year progresses, we will continue to work with

NOACSC to transition all documents to NOACSC and/or Google drives.

- o Rosemary share that having this school ear to make this transition with technology has been very beneficial.

Executive Director Comments: None were made at this time.

Board Comments: None were made at this time.

2023-08-003 Executive Session:

It was moved by Dr. Wannemacher and seconded by Mr. Miller to approve to move Executive Session at 12:58 PM.

Roll Call: Dr. Wannemacher, Aye; Mr. Miller, Aye; Mr. Thomas, Aye; Ms. LaRocco, Aye; Mr. Galbraith, Aye; Ms. Bash, Aye.

It was moved by Mr. Galbraith and seconded by Mr. Thomas to close Executive Session at 1:11 PM.

Roll Call: Mr. Galbraith, Aye; Mr. Thomas, Aye; Mr. Miller, Aye; Ms. LaRocco, Aye; Dr. Wannemacher, Aye; Ms. Bash, Aye.

2023-08-004 Recommendation to Update Listed Salaries

It was moved by Mr. Miller and seconded by Mr. Galbraith that the teacher salaries be updated and approved as a purchased service through Jefferson County ESC for the 2023-24 school year.

Roll Call: Mr. Miller, Aye; Mr. Galbraith, Aye; Mr. Thomas, Aye; Ms. LaRocco, Aye; Dr. Wannemacher, Aye; Ms. Bash, Aye.

Motion Passed.

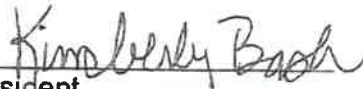
2023-08-005 Adjournment

It was moved by Mr. Miller and seconded by Dr. Wannamacher to adjourn the meeting at 1:17 PM.

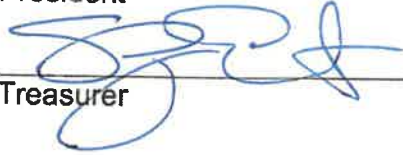
Roll Call: Mr. Miller, Aye; Dr. Wannemacher, Aye; Mr. Thomas, Aye; Ms. LaRocco, Aye; Mr. Galbraith, Aye; Ms. Bash, Aye.

Meeting Adjourned at 1:17 PM

The next Findlay Digital Academy Board meeting is scheduled for Thursday, October 5, 2023 at 12:00 PM at the FDA Conference Room.



President



Treasurer

Read and Approved