

# **Findlay Digital Academy**

**Regular Board Meeting Minutes**

**Thursday, May 1, 2024**

**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 12:02 PM.

Board members present were as follows: President Ms. Bash, Dr. Wannemacher, Ms. LaRocco, (Arrived at 12:20) Mr. Miller, Mr. Thomas. Also, Mrs. Rooker (FDA Executive Director) and Stephen Earnest (Treasurer) via phone and Michael Brand (Secretary/FDA Principal) – (Arrived at 12:30 PM)

Absent Board members were as follows: None

Visitors: There were no visitors to the meeting.

## **2024-05-001 Approval of Minutes**

It was moved by Mr. Galbraith and seconded by Mr. Miller to approve the minutes of the Special March Board Meeting on Monday, March 4, 2024.

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

Motion passed.

## **Public Participation:**

There was no public participation during this meeting.

## **Correspondence:**

Board Members – Nothing shared.

Superintendent, Rosemary Rooker – Rosemary celebrated Steve Ernest and his earning the Ohio Auditor of State Award for 23/24 school year. Congrats to Mr. Ernest! Rosemary also shared that the FDA application for the e-Rate program for the 24/25

school year was approved. She will continue to work through the process with NOACSC and other providers so that FDA receives all discounts as appropriate.

Treasurer, Stephen Earnest – Nothing was shared at this time.

**2024-05-002 Executive Session**

It was moved by Mr. Miller and seconded by Dr. Wannemacher to go into Executive Session to discuss employment at 12:09 PM.

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

Motion Passed.

**2024-05-003 Returning from Executive Session**

It was moved by Mr. Galbraith and seconded by Mr. Miller to return from Executive Session at 12:30 PM.

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

No action was taken upon the Board's return.

**2024-05-004 Consent Items A-R**

- A. **Acceptance of March Financial Report**  
The Treasurer recommends that the March Monthly Financial Report be accepted as presented in Exhibit A
  
- B. **Employment of Executive Director/Superintendent Findlay Digital Academy**  
The President of the Board of Directors recommends the approval of the reemployment of Rosemary Rooker as Executive Director/Superintendent for the 2024-2025 school year as stated in the Findlay Digital Academy contract where all salary and benefits will be purchased through the Hancock County ESC effective August 1, 2024 through July 31, 2025 as presented in Exhibit B.
  
- C. **Joint Agreement with the Hancock County Educational Service Center**  
The President of the Board of Directors recommends the approval of the Joint Agreement with the Hancock County Educational Service Center regarding the employment of Rosemary Rooker as Superintendent for the Findlay Digital Academy as presented in Exhibit C.

- D. Employment of Assistant Superintendent Findlay Digital Academy  
The Superintendent recommends the approval of the employment of David Alvarado as Assistant Superintendent for the 2024-2025 school year as stated in the Findlay Digital Academy contract where all salary and benefits will be purchased through the Hancock County ESC effective August 1, 2024 through July 31, 2025 as presented in Exhibit D.
- E. Approval of Assistant Superintendent Job Description  
The Superintendent recommends the approval of the Assistant Superintendent job description as presented in Exhibit E.
- F. Employment of Testing Coordinator  
The Superintendent recommends the approval of employment of Wendy Farrow as Testing Coordinator from August 1, 2024 to June 13, 2025 where all salary and benefits will be purchased through the Hancock County ESC, contingent upon the approval of the Hancock County Education Service Center as presented in Exhibit F.
- G. Employment of Special Education Coordinator  
The Superintendent recommends the approval of employment of Lori Faeth as Special Education Coordinator from August 1, 2024 to June 5, 2025 where all salary and benefits will be purchased through the Hancock County ESC, contingent upon the approval of the Hancock County Education Service Center as presented in Exhibit G.
- H. Employment of Academic Data Coordinator  
The Superintendent recommends the approval of employment of Barb Ebersole as Academic Data Coordinator from August 12, 2024 to June 13, 2025 where all salary and benefits will be purchased through the Hancock County ESC, contingent upon the approval of the Hancock County Education Service Center as presented in Exhibit H.
- I. Employment of Attendance Coach  
The Superintendent recommends the approval of employment of Cindy Frantz as Attendance Coach from August 12, 2024 to June 3, 2025 where all salary and benefits will be purchased through the Hancock County ESC, contingent upon the approval of the Hancock County Education Service Center as presented in Exhibit I.
- J. Approval of Attendance Coach Job Description  
The Superintendent recommends the approval of the Attendance Coach job description as presented in Exhibit J
- K. Employment of EMIS/Data Coordinator  
The Superintendent recommends the approval of employment of Jacque Grimes as EMIS/Data Coordinator from August 1, 2024 to June 7, 2025 where all salary and benefits will be purchased through

the Hancock County ESC, contingent upon the approval of the Hancock County Education Service Center as presented in Exhibit K.

**L. Academic Data Coordinator 22+ Program**

The Superintendent recommends the approval of employment of Laura Julien as Academic Data Coordinator from August 5, 2024 to June 6, 2025 where all salary and benefits will be purchased through the Hancock County ESC, contingent upon the approval of the Hancock County Education Service Center as presented in Exhibit L.

**M. Academic Data Coordinator 22+ Program Job Description**

The Superintendent recommends the approval of the Academic Data Coordinator 22+ Program job description as presented in Exhibit M.

**N. Employment of Office Assistant**

The Superintendent recommends the approval of employment of Sharon Snyder as Office Assistant from August 5, 2024 to June 12, 2025 where all salary and benefits will be purchased through the Hancock County ESC, contingent upon the approval of the Hancock County Education Service Center as presented in Exhibit N.

**O. Employment of Family and Student Engagement Coach**

The Superintendent recommends the approval of employment of Rob Fox as Family and Student Engagement Coach at a rate of pay of \$23.56 per hour, from August 13, 2024 to June 12, 2025 where all salary and benefits will be purchased through the Hancock County ESC, contingent upon the approval of the Hancock County Education Service Center as presented in Exhibit O.

**P. Employment of Instructional Coaches**

The Superintendent recommends the approval of employment of Brenda Boster, Linda Darnall, Dorothy LaFontaine, Ellen Laube, Steve McAdoo, Fred Nanamaker, Deb Rollins, Mary Burget, Ann Spuller, David Vaas, Gary Wilson as Instructional Coaches at a rate of pay of \$23.56 per hour, from August 13, 2024 to June 12, 2025 where all salary and benefits will be purchased through the Hancock County ESC, contingent upon the approval of the Hancock County Education Service Center as presented in Exhibit P.

**Q. Participation Agreement with Jefferson County ESC**

The Superintendent recommends acceptance of the participation agreement with the Jefferson County ESC for the 2024-2025 school year as presented in Exhibit Q.

**R. College Credit Plus Partnership with Owens State Community College**

The Superintendent recommends the approval of the College Credit Plus Partnership Agreement with Owens State Community College for the 2024-2025 school year as presented in Exhibit R.

It was moved by Dr. Wannemacher and seconded by Mr. Galbraith to approve Consent Items (A-R).

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

Motion Passed

**Sponsor Update – None at this time.**

**Discussion Items:**

- Revision of Board Policies – Rosemary, Steve and Brian DeSantis have been updating FDA Board Policies. Updated policy link will be emailed to each Board Member for review prior to the next scheduled Board meeting in June.
- BCI/FBI checks available for FDA Governing Board Members at Hancock County Educational Service Center beginning May 14, 2024 and before June 7, 2024. Call Dawn or Shawn for appointment. (419) 422-7525
- Student Graduation Update – Rosemary shared with the Board that we currently have graduated 52 students and are looking at approximately another 30 students by the end of the school year. We will also be graduating 7 22+ students.
- Graduation May 25, 2024 @ 1:30 pm. Marathon Center for the Performing Arts. Please arrive by 1:00
- CCIP Update – Rosemary and Steve Earnest continue to update our Federal/State grants.

**2024-05-005 Adjournment**

It was moved by Mr. Miller and seconded by Mr. Galbraith to adjourn the meeting at 1:20 PM.

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

Meeting Adjourned at 1:10 PM

The next Findlay Digital Academy Board meeting will be Thursday, June 6, 2024 at 12:00 PM at the FDA Board Room.

Kimberly Baber  
President  
[Signature]  
Treasurer  
[Signature]

Read and Approved