

Findlay Digital Academy

Regular Board Meeting Minutes

Thursday, June 5, 2025

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 12:01 PM.

Board members present were as follows: President Ms. Bash, Dr. Wannemacher, Mr. Galbraith, Ms. LaRocco, Mr. Miller, Mr. Thomas. Mrs. Rooker (FDA Executive Director), Stephen Earnest (Treasurer) Via Phone, David Alvarado (FDA Assistant Executive Director), Michael Brand (Secretary/FDA Principal)

Absent Board members were as follows: All Present

Visitors: Mr. Isiah Newman is Ms. LaRocco's intern.

2025-06-001 Approval of Minutes

It was moved by Mr. Galbraith and seconded by Mr. Miller to approve the minutes of the April Board Meeting on Thursday, April 3, 2025.

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

Motion passed.

Public Participation:

There was no public participation during this meeting.

Correspondence:

Board Members – Mr. Bill Miller shared that he would be resigning from the board effective immediately. He shared his gratitude for being able to serve the Board for the past 22 years, since the very inception of Findlay Digital Academy in 2003. Mr. Bill Miller was presented a plaque for his years of service as a Board member at FDA and a plaque will be displayed at FDA in honor of Mr. Bill Miller.

June 19, 2026 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. Approval of Job Description for Curriculum Coordinator

The Superintendent recommends consent of the job description for Curriculum Coordinator as presented in Exhibit H.

I. Employment of Curriculum Coordinator

The Superintendent recommends the engagement of Wendy Farrow as Curriculum Coordinator from August 4, 2025 to June 3, 2026 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. Employment of Counselor/Resource Coordinator

The Superintendent recommends the engagement of Ray Elbin as Counselor/Resource Coordinator for a total of 160 days effective August 4, 2025 through June 6, 2026 as a purchased service through the Hancock County ESC as presented in Exhibit J.

K. Employment of Guidance Counselor

The Superintendent recommends the engagement of Megan Biller as Guidance Counselor for a total of 111 days effective August 4, 2025 through May 27, 2026 as a purchased service through the Hancock County ESC as presented in Exhibit K.

L. Academic Data Coordinator 22+ Program

The Superintendent recommends the engagement of Laura Julien as Academic Data Coordinator from August 4, 2025 to June 4, 2026 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. Employment of EMIS Coordinator

The Superintendent recommends the engagement of Jacque Grimes as EMIS Coordinator from August 1, 2025 to July 31, 2026 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 M.

N. Employment of Instructional Coach

The Superintendent recommends the engagement of Todd Armstrong as Instructional Coach at a rate of pay of \$24.03 per hour, from August 13, 2025 to June 12, 2026 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.

The Superintendent recommends the approval of the job description for the Virtual Testing Coordinator as presented in Exhibit X.

Y. Employment of Virtual Testing Coordinator

The Superintendent recommends the engagement of Barb Ebersole as Virtual Testing Coordinator from August 7, 2025 to May 27, 2026 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 Y.

Z. Adoption of HCESC Sick Time/Personal Leave Policy

Effective with the 2025/2026 school year, employees contracted through the Hancock County Educational Service Center (HCESC) will accrue sick time and granted personal leave days in accordance with the HCESC's sick and leave policies. Severance pay shall be granted as per the HCESC's severance policy.

It was moved by Mr. Galbraith and seconded by Mr. Miller to approve Consent Items (A-Z)

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

Motion Passed

2025-06-003 Support for Accounts Payable Processing

It was moved by Mr. Galbraith and seconded by Mr. Miller to authorize a one year agreement for \$4,000.00 to employ Garrett Quickle as a purchase service through GOAL Digital Academy for accounts payable processing effective July 1, 2025.

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

2025-06-004 Adoption of Resolution to Adopt Revised Special Education Model Policies and Procedures

It was moved by Dr. Wannemacher and seconded by Mr. Miller to approve the Resolution to Adopt Revised Special Education Model Policies and Procedures.

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

Motion Passed

Discussion Items:

Sponsor Update

- a. Sponsor was not available to attend the meeting.
- b. Onsite Visit Update – Rosemary reported that this went very well. Mr. Dave Jones spent the day here at FDA and met with a variety of people. This event was summarized in an email to the Board.

Executive Director Comments – Rosemary shared that she is very proud of all that we have continued to accomplish here at Findlay Digital Academy. This work is truly a mission and the work we do is so important. Many years ago, Sandy White entrusted this school and all it has to offer our community's students and parents to Rosemary to continue to build and develop. Rosemary shared that she continues to speak to Sandy regularly and update her on our progress and growth. Rosemary shared that she is at a point where she is now handing over FDA to Mr. David Alvarado. Rosemary thanked everyone for their committed work to FDA and support for her over these past years.

Board Comments: None were made at this time.

2025-06-005 Adjournment

It was moved by Mr. Galbraith and seconded by Mr. Miller to adjourn the meeting at 1:32 PM.

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

Meeting Adjourned at 1:32 PM.

The next Findlay Digital Academy Board meeting will be scheduled for Thursday, August 7, 2025 at 12:00 PM at the FDA Board Room.



President



Treasurer

Read and Approved