

Findlay Digital Academy

Regular Board Meeting Minutes

Thursday, August 7, 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, Mr. Thomas. Also, Mr. Alvarado (FDA Executive Director), Mr. Earnest (Treasurer) [Virtual attendance] Mr. Jones (Mid-Ohio Sponsor Representative), and Michael Brand (Secretary/FDA Principal),

Absent Board members were as follows: Mrs. LaRocco

Visitors: Mr. Dave Jones (Mid-Ohio Sponsor Representative)

Dr. Julie Greer (FDA Special Education Coordinator) was personally introduced to the Board as a new hire for this school year.

Mrs. Tracie Herr (Testing Coordinator) was personally introduced to the Board as a new hire for this school year.

2025-08-001 Approval of Minutes

It was moved by Mr. Galbraith and seconded by Dr. Wannemacher to approve the minutes of the board meeting on June 5, 2025.

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

Motion passed.

Public Participation:

There was no public participation during this meeting.

Correspondence:

Board Members – Nothing shared.

Superintendent, David Alvarado – The superintendent shared that we received a subpoena from the State Board of Education, Office of Professional Conduct for the personnel/disciplinary/investigative file for a former employee. This action stems from the report we made to the Office of Professional Conduct.

Treasurer, Stephen Earnest – Nothing shared at this time.

2025-08-002 Consent Items (A-K)

A. June Financial Report

The treasurer recommends that the June Financial Report be accepted as presented in Exhibit A.

B. eSchool Plan for Providing Special Education & Related Services to Students with Disabilities- FY 2026

The Superintendent recommends the approval of the eSchool Plan for Providing Special Education & Related Services to Students with Disabilities - FY 2026 to be presented to Sponsor, Mid Ohio ESC, as presented in Exhibit B.

C. 2025-2026 Student & Parent Handbook

The Superintendent recommends the approval of the changes made in the 2024-2025 Student & Parent Handbook as presented in Exhibit C.

D. 2025-2026 Staff Handbook

The Superintendent recommends the approval of the changes made in the 2024-2025 Staff Handbook as presented in Exhibit D.

E. 2025-2026 Course Catalog

The Superintendent recommends the approval of the 2024-2025 Course Catalog as presented in Exhibit E.

F. Updated 2025-2026 Emergency Operations Plan

The Superintendent recommends the approval of the updates made in the 2024-2025 Emergency Operations Plan as presented in Exhibit F.

G. Acceptance of Agreement for Payroll Services with Hancock County Educational Service Center

The Superintendent recommends the acceptance of the payroll agreement with the Hancock County Educational Service Center as presented in Exhibit G.

H. Acceptance of Agreement for Psychological Services with Hancock County Educational Service Center

The Superintendent recommends the acceptance of the psychological services agreement with the Hancock County Educational Service Center as presented in Exhibit H.

I. 22+ Adult Diploma Program Handbook for 2025-2026

The superintendent recommends the approval of the 22+ Adult Diploma Program Handbook for the 2025-2026 school year as presented in Exhibit I.

- J. 22+ Adult Diploma Program Application for 2025-2026
The superintendent recommends the approval of the 22+ Adult Diploma Program Application for the 2025-2026 school year as presented in Exhibit J.
- K. Revision of Family and Student Engagement Coach Job Description
The Superintendent recommends the approval of the revised Family and Student Engagement Coach Job Description as presented in Exhibit K.

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

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

Motion Passed.

Discussion Items:

- Code of Ethics/Confidentiality – Each Board member reviewed and signed their individual form.
- Conflict of Interest Policy/ Disclosure Form – Each Board member reviewed and completed and signed their individual form.
- Timeline to complete retire/rehire process – Mr. Alvarado shared this timeline and process with the Board. The Board will meet on this process on Tuesday, August 26, 2025 at 12:00 Noon at FDA. (There will be no action taken.) The Board will meet on this process on Thursday, September 25, 2025 at 12:00 Noon at FDA. (Action is anticipated.) Also, the regular Board meeting in October will be moved to Wednesday, October 1, 2025 at 12:00 Noon at FDA.
- Preliminary Report Card Data for 24.25 – At this time, here are the preliminary standings for FDA: Achievement (Exceeds Standards), Gap Closing (Exceeds Standards), Graduation Rate (Exceeds Standards), Progress (Nothing Reported at this time.)
- FY'25 FTE Funding – We will get more information from the State at a later date.
- Enrollment for the 2025-2026 School Year – We have 169 students returning; 113 new applications; 90 of these are complete applications; We have scheduled orientations for 30 students the first week of school; We anticipate having students on a waiting list.
- Attended GRADS Coalition Meeting on August 1, 2025 – Mr. Alvarado attended this meeting and plans to attend future meetings and work closely with this group. (Mrs. Rooker also plans to continue to attend these meetings.)
- Attended DOPR Advisory Council Meeting in Columbus on July 22 – Mr. Alvarado attended this meeting and also plans to continue to work with this group.

- Teacher Inservice Day (August 12, 2025) Mr. Alvarado shared some general information on what will be covered at this meeting. Presentation by NCOESC – Brandie Boheny “High Impact Tutoring” Presentation by Dionne Kinniger – Responding to the OHYes results and Mental Health support for our students.
- Update on 22+ Program-Rosemary/Mark -
- CCIP/OIP – Mr. Alvarado shared that this is now titled “One Plan” and is a new platform to monitor federal funds.

Sponsor Update

- Financial Review – Mr. Jones shared that there would be a few changes this year. There will be a new person reviewing this information, so we are planning that there will be some changes from last year and new expectations.
- Enrollment Review – Nothing shared on topic.
- Monthly Newsletter (General and Policy Updates) – Nothing shared on this topic.

Executive Director Comments: None were made at this time.

Board Comments: None were made at this time.

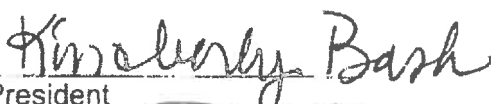
2025-08-003 Adjournment:


It was moved by Mr. Galbraith and seconded by Mr. Thomas to adjourn the meeting at 1:10 PM.

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

Meeting Adjourned at 1:10 PM

The next Findlay Digital Academy Board meeting is scheduled for Wednesday, October 1, 2025 at 12:00 PM at the FDA Conference Room.


President


Treasurer

Read and Approved