

# **Findlay Digital Academy**

## **Regular Board Meeting Minutes**

**Wednesday, October 1, 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 12:07 PM.

Board members present were as follows: President Ms. Bash, Dr. Wannemacher, and Mr. Thomas. Also, Mr. Alvarado (FDA Executive Director), Mr. Earnest (Treasurer) [Via Phone] Mr. Jones (Mid-Ohio Sponsor Representative), and Michael Brand (Secretary/FDA Principal),

Absent Board members were as follows: Mrs. LaRocco, Mr. Galbraith

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

### **2025-10-001 Approval of Minutes**

It was moved by Mr. Thomas and seconded by Dr. Wannemacher to approve the minutes of the board meetings on August 7, 2025, August 26, 2025, and September 25, 2025.

Roll call: Mr. Thomas, 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, David Alvarado – The superintendent shared that we received a letter from Ohio DEW sharing that FDA's DOPR Designation was approved pending final review and verification of enrollment.

Treasurer, Stephen Earnest – Nothing shared at this time.

## **2025-10-002 Consent Items (A-T)**

**A. Ohio Community School Annual Budget**

The Treasurer recommends that the Ohio Community School Annual Budget be accepted as presented in Exhibit A.

**B. Ohio Community School Three Year Forecast**

The Treasurer recommends that the Ohio Community School Three Year Forecast be accepted as presented in Exhibit B.

**C. Monthly Financial Report for July, 2025**

The Treasurer recommends that the July Monthly Financial Report be approved as presented in Exhibit C.

**D. Monthly Financial Report for August, 2025**

The Treasurer recommends that the August Monthly Financial Report be approved as presented in Exhibit D.

**E. Acceptance of the 2024-2025 Findlay Digital Academy Report Card**

The Superintendent recommends the acceptance of the 2024-2025 Findlay Digital Academy Report Card received from the Ohio Department of Education and Workforce as presented in Exhibit E.

**F. 2024-2025 Annual Report/Comprehensive Report**

The Superintendent recommends the 2024-2025 Annual Report be accepted as presented in Exhibit F.

**G. Memorandum of Understanding with CHOPIN Hall**

The Superintendent recommends that the Memorandum of Understanding with CHOPIN Hall for collaboration on initiatives be approved as presented in Exhibit G.

**H. Memorandum of Understanding with We Serve Coffee**

The Superintendent recommends that the Memorandum of Understanding with We Serve Coffee for collaboration on initiatives be approved as presented in Exhibit H.

**I. Memorandum of Understanding with Coffee Amici**

The Superintendent recommends that the Memorandum of Understanding with Coffee Amici for collaboration on initiatives be approved as presented in Exhibit I.

**J. Approval of School Board Affidavit verifying BCII and FBI checks for employees**

The Superintendent recommends the approval of the School Board Affidavit verifying BCII and FBI checks for employees as presented in Exhibit J.

**K. Approval of Speech Language Therapy Services Agreement with Veddar Therapy for the 2025-2026 School Year**

The Superintendent recommends that approval of the Speech-Language Therapy Services Agreement with Veddar Therapy Services for the 2025-2026 School Year as presented in Exhibit K.

**L. Employment of Instructional Coach**

The Superintendent recommends the approval of employment of Kathleen Lyon as Instructional Coach at a rate of \$24.03 per hour, from October 3, 2025 to May 20, 2026 where all salary and benefits will be purchased through the Hancock County Educational Service Center, contingent upon approval of the Hancock County Educational Service Center as presented in Exhibit L.

**M. Adoption of Policy 7.41 Career-Technical Education Credit Transfer Courses**

The Superintendent recommends the adoption of policy 7.41 Career-Technical Education Credit Transfer Courses as presented in Exhibit M.

**N. Revision of Policy 6.18 Student Discipline**

The Superintendent recommends the adoption of the revisions made in policy 6.18 Student Discipline as presented in Exhibit N.

**O. Revision of Policy 6.19 Code of Student Conduct**

The Superintendent recommends the adoption of the revisions made in policy 6.19 Code of Student Conduct as presented in Exhibit O.

**P. Revision of Policy 6.66 Electronic Communication Devices**

The Superintendent recommends the adoption of the revisions made in policy 6.66 Electronic Communication Devices as presented in Exhibit P.

**Q. Revision of Policy 7.04 Promotion, Placement, and Retention**

The Superintendent recommends the adoption of the revisions made in policy 7.04 Promotion, Placement, and Retention as presented in Exhibit Q.

**R. Revision of Policy 8.00 Budget Planning and Appropriations Measure**

The Superintendent recommends the adoption of the revisions made in policy 8.00 Budget Planning and Appropriations Measure as presented in Exhibit R.

**S. Revision of Policy 8.19 Inventory and Disposition of Equipment and Unused Supplies Obtained with Federal Awards**

The Superintendent recommends the adoption of the revisions made in policy 8.19 Inventory and Disposition of Equipment and Unused Supplies Obtained with Federal Awards as presented in Exhibit S.

**T. Revision of Policy 9.08 Title IX Grievance Procedure – Employee and Student**

The Superintendent recommends the adoption of the revisions made in policy 9.08 Title IX Grievance Procedure – Employee and Student as presented in Exhibit T.

It was moved by Dr. Wannemacher and seconded by Mr. Thomas to approve the Consent Items (A-T).

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

Motion Passed.

**Discussion Items:**

- Opening Inservice Day Summary – On Tuesday, August 12, 2025 we had our Opening In-service. During this in-service, staff experienced the following:
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- CHOPIN Hall/Welcome To A New Life/FDA Collaboration – Food Distribution- occurred on Thursday, September 25, 2025. We provided food to 169 vehicles. Some of these vehicles represented two families. Total families served was 175.
- Student Enrollment Update – Currently we have 248 students. The class breakdown is as follows: 102 Seniors, 87 Juniors, 37 Sophomores, and 22 Freshman. Also, the following is a list student numbers from the area schools we draw from: 171 FHS, 10 Arcadia, 5 Arlington, 3 Bluffton, 5 Cory Rawson, 2 Elmwood, 16 Fostoria, 1 Hardin Northern, 6 Liberty Benton, 8 McComb, 7 North Baltimore, 4 Riverdale, 9 Van Buren, and 1 Vanlue. We have 29 students in Millstream (11 Seniors and 18 Juniors). FDA currently has 3 students involved in CCP (2 students are attending BGSU and one student is attending Owen's Community College). In respect to students with special needs, FDA currently has 46 students identified as Special Needs, and 24 students are on 504 Plans. Also, FDA has 175 students who are identified as Economically Disadvantaged. This is equal to 71% of our student population. Finally, we currently have 14 students on our student waitlist.
- Testing Update – EOC and STAR – We continue to organize and schedule for student to take these tests in a timely manner.
- Final Course Exam/Honorlock Update – David shared that Honorlock and VLA are continuing to work at integrating in this week. We very hopeful this integration is successful and we can begin to incorporate Honorlock into our course testing process.
- October 13, 2025 – Plans for this In-service Day are pretty much in place. David shared that we will have presentations scheduled from Ms. Amber Wolfrom and NAMI. We will have a staff meeting and we will visit Marathon who will provide us lunch and a tour.
- 22+ Program Update – This year we have already had one graduate and currently enrolling 6 new students.
- CCIP/OIP Update – Our CCIP/CIP plan has been submitted and was approved.
- New Board Member – David shared that he has spoken with a possible new Board member for our FDA Board. David shared some information with the Board and

they asked David to continue to speak with this person and check to see if they have interest in being on our FDA Board.

**Sponsor Update - Dave Jones (MOESC Sponsor Representative)**

- A. Monthly Financial – Dave Jones shared that this Enrollment is being reviewed in a timely manner with the help of a new person, Brandon Miller helping with reviews.
- B. Monthly Newsletter – General and Policy Updates
- C. Roles and Responsibilities of Sponsor School – Dave shared a Power Point on the responsibilities including “check offs” as outlined in contract.

**Executive Director Comments:** None were made at this time.

**Board Comments:** None were made at this time.


**2025-10-003 Adjournment:**

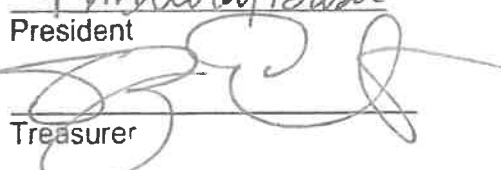
It was moved by Dr. Wannemacher and seconded by Mr. Thomas to adjourn the meeting at 1:28 PM.

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

Meeting Adjourned at 1:28 PM

The next Findlay Digital Academy Board meeting is scheduled for Thursday, December 4, 2025 at 12:00 PM at the FDA Conference Room.

  
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President

  
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Treasurer

Read and Approved

