

# **Findlay Digital Academy**

Regular Board Meeting Minutes

Thursday, December 4, 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 12:02 PM.

Board members present were as follows: President Ms. Bash, Dr. Wannemacher, and Mr. Galbraith, Ms. LaRocco (12:07 PM). 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: Mr. Thomas

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

## **2025-12-001 Swearing In New Board Member**

Mr. Jaime De La Cruz was sworn in as Findlay Digital Academy Board Member by President, Ms. Kimberly Bash.

## **2025-12-002 Approval of Minutes**

It was moved by Mr. Galbraith and seconded by Dr. Wannemacher to approve the minutes of the board meeting on October 1, 2025,

Roll call: Mr. Galbraith, Aye; Dr. Wannemacher, Aye; Mr. De La Cruz, 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 recently received a contract from Midwest Regional Educational Service Center to provide vision impaired services and/or orientation and mobility for Fiscal Year 2026 for a student we recently enrolled. Consent Item HH, with Exhibit M was just added to today's agenda prior to the meeting.

Treasurer, Stephen Earnest – Nothing shared at this time.

## **2025-12-003 Consent Items (A-HH)**

- A. **Acceptance of September Monthly Financial Report**  
The Treasurer recommends that the September Monthly Financial Report be approved as presented in Exhibit A.
- B. **Acceptance of October Monthly Financial Report**  
The Treasurer recommends that the October Monthly Financial Report be approved as presented in Exhibit B.
- C. **Acceptance of 2024-2025 Findlay Digital Academy Board Meeting Dates**  
The Superintendent recommends that the 2025 Board Meeting Dates be approved as presented in Exhibit C.
- D. **Acceptance of the FDA Equipment Inventory Removal List for the 2025-2026 School Year**  
The Superintendent recommends acceptance of the Equipment Inventory Removal List for the 2025-2026 school year as presented in Exhibit D.
- E. **Revision of Policy 8.00 Budget Planning**  
The Superintendent recommends the adoption of the revisions made in Policy 8.00 Budget Planning as presented in Exhibit E.
- F. **Memorandum of Understanding with Hancock County Ohio State University Extension Office**  
The Superintendent recommends that the Memorandum of Understanding with Hancock County Ohio State University Extension Office for collaboration on initiatives be approved as presented in Exhibit F.
- G. **Acceptance of revisions made to the Findlay Digital Academy Success and Wellness Plan for the 2025-2028 School Year**  
The Superintendent recommends the revisions of the Success and Wellness Plan for the 2025-2026 school year as presented in Exhibit G.
- H. **Acceptance of \$200 donation from Jean Bowman**  
The Superintendent recommends the acceptance of a \$200 donation gifted to Findlay Digital Academy.
- HH. **Acceptance of Contract with Midwest Regional Educational Service Center to provide vision impaired services and/or orientation and mobility for Fiscal Year 2026**  
The Superintendent recommends the approval of the contract with Midwest Regional Educational Service Center to provide vision impaired services and/or orientation and mobility for Fiscal Year 2026.

It was moved by Mr. Galbraith and seconded by Mr. De La Cruz to approve the Consent Items (A-HH).

Roll call: Mr. Galbraith, Aye; Mr. De La Cruz, Aye; Ms. LaRocco, Aye; Dr. Wannemacher, Aye; Ms. Bash, Aye.

Motion Passed.

### **2025-12-004 Resolution I**

- I. Resolution to Review Academic Prevention/Intervention Services and to Adopt Policy Requiring Annual Review of Academic Prevention/Intervention Service Policy (#105)

The Superintendent recommends resolution to review Academic Prevention/Intervention Services and to adopt policy requiring Annual Review of Academic Prevention/Intervention Service Policy as presented in Exhibit I.

It was moved by Mr. Galbraith and seconded by Dr. Wannemacher to approve Resolution I.

Roll call: Mr. Galbraith, Aye; Dr. Wannemacher, Aye; Ms. LaRocco, Aye; Mr. De La Cruz, Aye; Ms. Bash, Aye.

Motion Passed.

### **2025-12-005 Resolution J**

- J. Resolution to Update Policy 7.36 Career Advising as pursuant to O.R.C. 3313.6020 (#111)

The Superintendent recommends the resolution to update Policy 7.36 Career Advising as presented in Exhibit J.

It was moved by Ms. LaRocco and seconded by Mr. Galbraith to approve Resolution J.

Roll call: Ms. LaRocco, Aye; Mr. Galbraith, Aye; Mr. De La Cruz, Aye; Dr. Wannemacher, Aye; Ms. Bash, Aye.

Motion Passed.

### **2025-12-006 Resolution J**

- K. Resolution to Review Safety Policies and Procedures and to Adopt Policy Requiring Regular Review of Safety Policies and Procedures (#755)

The Superintendent recommends the resolution to review Safety Policies and Procedures and to adopt policy requiring regular review of Safety Policies and Procedures including: 3.02- Criminal Records Check; 3.05- Staff Conduct; 6.19- Code of Student Conduct; 6.24- Hazing; 6.26- Dangerous Weapons in the Schools, Bomb Threats, and Violent Conduct; 6.27- Anit-Gang; 6.30- Student Health and Safety; 6.31- Immunization; 6.43-Corporal Punishment; 6.46-Restraint and Seclusion; 6.49- Students with Food Allergies; and 9.31- Health and Safety in School Buildings, as presented in Exhibit K.



presentation by NAMI on an overview of Mental Health First Aid. We finished our in-service with a lunch and tour at Marathon.

- Update on Honorlock Test Proctoring - Still working on integration with our online platform, VLA. Hoping it will be done soon.
- 2024-2025 Sponsor Annual Performance Report - Dave Jones will speak about this, good news.
- 2025 Ohio Special Education Annual Rating - Effective Rating with no Corrective Plan necessary.
- State EOC Tests – Update - window for testing is open and we will begin testing next week.
- CCIP/OIP Update - Continue working towards our building goals.
- Open Meeting and Public Records Training – Feb. 5, 2026
- Graduation Date – Mr. Alvarado shared that our graduation date has been moved to Saturday, May 30, 2026 at 1:00 PM. This is a change from our original plan to have graduation on Saturday, May 23, 2025 (Memorial Day weekend)

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

- 2024-2025 Sponsor Annual Performance Report

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

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


#### **2025-12-008 Adjournment:**

It was moved by Dr. Wannemacher and seconded by Mr. De La Cruz to adjourn the meeting at 1:07 PM.

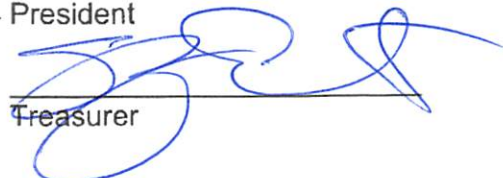
Roll Call: Dr. Wannemacher, Aye; Mr. De La Cruz, Aye; Ms. LaRocco, Aye; Mr. Galbraith, Aye; Ms. Bash, Aye.

Meeting Adjourned at 1:07 PM

The next Findlay Digital Academy Board meeting is scheduled for Thursday, February 5, 2026 at 12:00 PM at the FDA Conference Room.



Vice – President



Treasurer

Read and Approved