

**Minutes of Akron Digital Academy
Board of Directors Meeting
133 Merriman Road, Akron, OH 44303
PH: 330.237.2200**

Call to Order: A regular meeting of the Akron Digital Academy (ADA) Board of Directors was called to order by Board President Gregg Manes at **5:06 pm on Tuesday, August 16, 2016**. The meeting was lead in the Pledge of Allegiance by President Manes.

Board Members in attendance:

Mr. Gregg Manes – President	Mr. Fred Tolbert – Finance Chair and Board Secretary
Mrs. Linda Lanier – Vice President	Mr. Curtis Howard – Strategic Planning Committee

Board Members absent:

Ms. Lynn Clark – Personnel Chair	Mrs. Latasha Colbert-Tyson – Strategic Planning Committee
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Present:

Ms. LaShawn Terrell, Head of School	Mr. Scott Wilson, Fiscal Agent
Mrs. Katona West, Director of Operations	Mr. Patrick Paré, Director of Charter School Compliance
Mrs. Linda Daugherty, Director of Special Education	
Mrs. Janice Clayton, Recording Secretary	

Approval of the Minutes:

01-08-16	Action: Minutes of the June 21, 2016 ADA Board of Director's Meeting. (Pending) Motion was made and seconded to TABLE the vote to approve the ADA minutes of June 21, 2016 as they are incomplete at this time. Unanimous motion carried.	Y:4 N:0
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Officers reports:

Finance Chair – Mr. Tolbert. No report.

Personnel Chair – Ms. Clark. Not present.

Treasurer – Mr. Alleyn Unversaw (Not present) Mr. Wilson presented on behalf of Mr. Unversaw.

The \$250,000 deficit from last year has been addressed. This year it is expected for the budget to possibly experience a \$184,000 deficit. The first year in the building brought expenses that ADA were not accustomed or budgeted for. At the end of last school year, the actions effecting staff and expenses, it is possible to experience a \$75,000 surplus at the start of FY17 which places ADA in a better position. The amount of E-school state funding has not been announced, however, with the current conservative ADA budget, the reduction in spending, and holding FTEs to 390 ADA may experienced a much lower deficit.

Item #-mm-dd	Description of action or item of discussion	Vote
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02-08-16	Action: June 2016 Financial Report submitted by WC ESC Treasurer's Office. Motion was made by Mr. Tolbert and seconded by Mrs. Lanier to accept the June 2016 ADA Financial Reports as presented. Motion carried.	Y:4 N:0
03-08-16	Action: July 2016 Financial Report submitted by WC ESC Treasurer's Office. Motion was made by Mr. Tolbert and seconded by Mrs. Lanier to accept the July 2016 ADA Financial Reports as presented. Motion carried.	Y:4 N:0

Sponsor/Compliance – Mr. Paré

- 1) The charter school summit was well attended. There was a high level of concern regarding House Bill 2 as there was no new pertinent information provided. There appears to be a disconnect between State and charter schools.
- 2) Ms. Terrell will work on preliminary report card technical analysis.
- 3) Drop-out prevention designation will appear on report cards; accepted on 2nd submission.
- 4) Assurances went well. 30 minor infractions have been addressed and completed.

Discussion:

Has anything in the school infrastructure changed due to the ODE changes for FTEs? Is more staff required to assist with the needed paper trail? Consult our attorneys if more assistance is needed to create a method of recording FTEs or use more Educational Assistants. (Howard)

How is the number of hours a student works per day recorded. Has electronic sign in possibilities been considered? If students are to have 5 hours of study per day, how does the school capture that information? (Lanier)

Answers to discuss: Ms. Terrell working with IT personnel to create a program while awaiting a final decision from ODE on what is required. The creation of an offline log where student, parent and teach sign off on the work done.

Cabinet reports:

Mrs. Terrell

1. Investigating the development of a credentialing program that will bring a community college on-site that will offer one or two courses towards a diploma or certification. This will help ADA students become job ready. Courses such as ENT, STNA, MS web creator certifications.

Mrs. West

1. EFG fund provided the explanation of the concerns over E-rate discrepancies raised by the Board. In 2012 R&R Consulting made errors and EFG fund fixed them.
2. ODE questions why a virtual school purchases bus passes. Clarification on what the school designation is: blended school model, E-school model, etc. This also was involved in the state categorizing the current "teachers" as coaches. Job titles for the existing and future hires will be noted as coaches.

Mrs. Daugherty

1. Special Education received an annual rating of 4-meets requirements; the highest designation. (handout). Mrs. Daugherty explained the highlights of the rating and what is projected for SY 2018. Charting outcomes will be included in future reports.

Business Items:

04-08-16	<p>Action: Approve the Educational Funding Group (EFG) invoices. TABLED from the June 2016 Board Meeting. Additional information explaining the work EFG performed to confirm amounts due totaling \$15,627.31. <i>(Documents emailed, Drop Box and on June 2016 agenda)</i></p> <p>a. Invoices – submitted by ADA Operations <i>(Total \$15,627.31)</i></p> <p>b. Educational Funding Group, Inc. (Zayo Enterprise) 4/9/2013 \$3,510.10</p> <p>c. Educational Funding Group, Inc. (Zayo Enterprise) 1/2/2015 \$2,107.08</p> <p>d. Educational Funding Group, Inc. (Zayo Enterprise) 5/18/2015 \$2,183.70</p> <p>e. Educational Funding Group, Inc. (Zayo Enterprise) 5/5/2016 \$2,183.69</p> <p>f. Educational Funding Group, Inc. (Smart Solutions Inc.) 5/5/2016 \$5,642.74</p> <p>Motion was made by Mr. Howard and seconded by Mrs. Lanier to approve the Educational Funding Group (EFG) invoices as by the Treasurer's office and Director of Operations. Motion carried.</p>	Y:4 N:0
05-08-16	<p>Action: The Day Ketterer Legal Services Agreement for fiscal year May 1, 2016 through April 30, 2017 at a fixed amount of \$2,700/monthly for 15 hours of legal services monthly. Additional time beyond 15 hours each month will be billed at \$200.00/hour.</p> <p>Motion was made by Mr. Howard and seconded by Mrs. Lanier to approve the Day Ketterer Legal Services Agreement, as submitted, for fiscal year May 1, 2016 through April 30, 2017. Motion carried.</p>	Y:4 N:0
06-08-16	<p>Action: Approve the annual renewal of the Achieve 3000 contract for \$10,235.00.</p> <p>Motion was made by Mrs. Lanier and seconded by Mr. Tolbert to approve the annual renewal of the Achieve 3000 contract, as submitted, for \$10,235.00. Motion carried.</p>	Y:4 N:0
08-08-16	<p>Action: ADA Cabinet recommendation to create a position, Achievement Advisor (description in packet), effective July 27, 2016 for the current SY 2016-2017.</p> <p>Discussion: Is this position in the SY 2016-2017 budget? Cabinet confirmed it is.</p> <p>Motion was made by Mr. Howard and seconded by Mrs. Lanier to approve the creation of the Achievement Advisor position for SY 2016-2017 according to the submitted description. Motion carried.</p>	Y:4 N:0
09-08-16	<p>Action: ADA Cabinet recommendation to create a position, Adjunct Art Teacher, (description in packet), effective July 27, 2016 for the current SY 2016-2017.</p>	Y:4 N:0

	<p>Discussion: Is this position in the SY 2016-2017 budget? Cabinet confirmed it is.</p> <p>Motion was made by Mr. Howard and seconded by Mrs. Lanier to approve the creation of a Part-time Adjunct Art Teacher position for SY 2016-2017 according to the submitted description. Motion carried.</p>	
10-08-16	<p>Action: ADA Cabinet recommends the new appointment of the following individual to the staff of Akron Digital Academy for SY 2016-2017, effective August 8, 2016 through June 30, 2017 with the understanding that said person is subject to the rules, regulations and policies of the ADA Board of Directors and to the provisions of law pertaining to the employment of said person; and that said appointee be subject to assignment by the ADA Cabinet:</p> <p>Bernadette McCullough as Achievement Advisor Effective 8/3/2016 200 contract work days / Annual salary of \$32,500.00 Motion and second needed.</p> <p>Motion was made by Mrs. Lanier and seconded by Mr. Tolbert to approve the new appointment of Bernadette McCullough as Achievement Advisor as stated above. Motion carried.</p>	Y:4 N:0
11-08-16	<p>Action: ADA Cabinet recommends the new appointment of the following individual to the staff of Akron Digital Academy for SY 2016-2017, effective August 8, 2016 through June 30, 2017 with the understanding that said person is subject to the rules, regulations and policies of the ADA Board of Directors and to the provisions of law pertaining to the employment of said person; and that said appointee be subject to assignment by the ADA Cabinet:</p> <p>Discussion: At FTE audit it was stated that there is not a need for teachers at a virtual school. The change is to avoid jeopardizing the school's current status. However, in EMIS, teachers are noted as "teachers of record." Mrs. Lanier wanted to make sure that their status as an educator is not diminished with the label of "coach." Will this be consistent throughout the school job titles?</p> <p>Brett Hughes as Science Enrichment Coach Effective 8/8/2016 195 contract work days / Annual salary of \$40,236.00 Motion and second needed.</p> <p>Motion was made by Mr. Howard and seconded by Mrs. Lanier to approve the new appointment of Brett Hughes as Science Enrichment Coach as stated above. Motion carried.</p>	Y:4 N:0
12-08-16	<p>Action: ADA Cabinet recommends the appointment of the following individual to the staff of Akron Digital Academy for SY 2016-2017, effective August 10, 2016 through June 30, 2017 with the understanding that said person is subject to the rules, regulations and policies of the ADA Board of Directors and to the provisions of law pertaining to the employment of said</p>	Y:4 N:0

	<p>person; and that said appointee be subject to assignment by the ADA Cabinet:</p> <p>Richard Monnin as Adjunct Art Teacher Effective August 10, 2016 Annual salary of \$7,500.00 Motion and second needed.</p> <p>Motion was made by Mr. Tolbert and seconded by Mrs. Lanier to approve the Adjunct Art Teacher in a revised art instructor as stated above. Motion carried.</p>	
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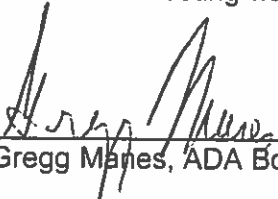
For information purposes:

07-08-16	<p>Board notification of the ADA staff non-renewal of contracts for SY 2016-2017:</p> <p>J. Bishop – Science HS J. Campbell – Dean of Students P. Aliberti – Social Studies HS F. Charlillo – Science HS D. Musselman – Intervention Specialist MS C. Capper – Language Arts/Social Studies MS M. Bentley – Online Case Manager C. Schoenbaechler – Algebra/Math HS M. Shirley – Director of Curriculum/Teaching and Educational Technology/Learning</p>	
13-08-16	<p>ADA staff Mr. Weston Kincade has authored an article that will be published in the <i>Ohio Journal of the English Language Arts</i>, Spring 2016 issue. Board President G. Manes and The Board would like to recognize and congratulate Mr. Kincade.</p>	

Public Comment None.

Announcements NEXT BOARD MEETING – Sept. 20, 2016

Adjournment: The meeting was adjourned at 5:59p.m.



 Gregg Manes, ADA Board President

9-20-16

 Date of approval