

Minutes of Akron Digital Academy
133 Merriman Road, Akron, OH 44303
PH: 330.237.2200

Board of Directors Meeting

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 **5:00 pm on Tuesday, October 18, 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
Ms. Linda Lanier – Vice President	Mr. Curtis Howard – Strategic Planning Committee
Ms. Lynn Clark – Personnel Chair	

Board Members absent:

Mrs. Latasha Colbert-Tyson – Strategic Planning Committee

Present:

Ms. LaShawn Terrell, Head of School	Mr. Scott Wilson, Fiscal Agent
Ms. Katona West, Director of Operations	Mr. Patrick Paré, Director of Charter School Compliance
Ms. Linda Daugherty, Director of SpEd	Ms. Karla Dunlap, Charter School Payroll
Ms. Teresa Brown-Sayles, Director of Instruction/Principal	Mr. Alleyn Unversaw, Treasurer (via teleconference)
Ms. Janice Clayton, Recording Secretary	Ms. Maria Markakis, Attorney-Day Ketterer

Approval of Minutes

Date/#	Voting Items <i>(Approve / Reject / Table)</i>	Voting
01-10-18	Minutes of the September 20, 2016 Board Meeting Motion was made by Ms. Clark and seconded by Mr. Howard to accept the September 20, 2016 Board Minutes as submitted. Motion Carried.	Y: 5 N: 0
02-10-18	Minutes of the October 5, 2016 Special Board Meeting Motion was made by Mr. Howard and seconded by Ms. Lanier to accept the <u>amended</u> October 5, 2016 Board Minutes with corrections: The addition of Ms. Lanier in attendance. Motion Carried.	Y: 5 N: 0

Treasurer Reports

Date/#	Voting Items <i>(Approve / Reject / Table)</i>	Voting
03-10-18	1. September 2016 Financial Report Mr. Wilson provided an overview of the September 2016 financials; no significant changes up until September. ADA is possibly looking at a \$50,000 per month reduction from November through June. There	Y: 5 N: 0

Item #-mm-dd	Description of action or item of discussion	Vote

	<p>may be some funds to cushion the shortfall; will try to furnish background information on this possibility next month.</p> <p>2. Five-Year Forecast</p> <p>Discussion regarding negative budget results in the near future. Will allow one month for more discussion and planning on what the next steps will be by mid-year. Original report calculated on 320 FTEs based on trending report, re-calculated on current FTEs of 346. This report must be submitted to ODE no later than October 31, 2016.</p> <p>Anticipating a projected 365 FTE by year end, although amounts may reflect .75 and .5, depending on time of fiscal year.</p> <p>Treasurer and Fiscal Agent mentioned to the Board and Cabinet, at this point in time, the development of plans for mid-year changes may be in order. It has yet to be determined exactly what will be received from ODE.</p> <p>Motion was made by Ms. Clark and seconded by Mr. Howard to accept the September 2016 Financial report and the 5-Year Forecast. Motion Carried.</p>	
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Executive Session

Ms. Clark **motioned** for the board to adjourn into Executive Session for pursuant to ORC 121.22(G)(1): Conference with board's attorney to discuss matters which are the subject of pending/imminent court action. Invited into the session: DK Attorney Markakis and Dir. of Operations West. **Seconded** by Mr. Howard.

ROLL CALL: G. Manes, L. Lanier, L. Clark, C. Howard, and F. Tolbert.

The Board recessed into Executive Session at 5:36pm.

Let the record reflect the Board reconvened at 5:57pm.

Executive Session

Ms. Lanier **motioned** for the board to adjourn into Executive Session for pursuant to ORC 121.22(G)(1) for the purpose of discussing the dismissal of an employee. Invited into the session: Dir. of Operations West. **Seconded** by Ms. Clark.

ROLL CALL: G. Manes, L. Lanier, L. Clark, C. Howard, and F. Tolbert.

The Board recessed into Executive Session at 5:59pm.

Let the record reflect the Board reconvened at 6:20pm.

Finance Committee Chair/Board Secretary – Mr. Tolbert. No report.

Personnel Chair – Ms. Clark. No report.

WCESC Director of Human Resources – Mr. Paré.

As mentioned at last month's board meeting, Mr. Tom Isaacs, WC ESC Superintendent, did submit a letter to the ADA Board and Cabinet referencing concerns as to the condition of ADA financially and the school's FTE decrease. A reply will be submitted to Mr. Isaacs from the ADA Board.

A report for the Special Education department is in process.

ADA Cabinet

Ms. LaShawn Terrell, Head of School/Cabinet Director

1. Enrollment/Withdrawal Report as of October 17, 2016 is in the Board Packet. Actual FTE count is at 346.62, which is above the ODE total of 320.
2. The next school event that the Board should be aware of is the Harvest Fest, scheduled for Thursday, November 3rd. It has been an annual event since moving into this location. A lot of activities and food, the students responded positively last year. Ms. Henderson is the coordinator of this event.
3. A meeting was held with the new marketing company WhiteSpace Creative (A BRAAkron, OH). A brief overview of the results given.
4. OGT testing is next week. Mr. Waterhouse will submit procedure information to the staff.

Ms. Katona West, Director of Operations

Ms. Linda Daugherty, Director of SpEd

Ms. Teresa Brown-Sayles, Director of Instruction/Principal

1. Brainstorming on ways to increase testing attendance. By 2018 everyone will be on the same course schedule.
2. Can't identify educational gaps in learning curve of students if test participants do not attend testing.

Business - Voting Items (see attached)

Board of Director Voting Log for **October 18, 2016**

Date/#	Voting Items (Approve / Reject / Table)	Voting
04-10-18	Day Ketterer submission: Board to review and adopt Policy 1753: School Asset Policy	See vote below
05-10-18	Day Ketterer submission: Board to review and adopt Policy 17578: Duties and Responsibilities Related to Federal Grants	See vote below
06-10-18	Cabinet Recommendation: To accept the promotion of the individual listed below for SY 2016-2017. Said individual is subject to the policies, rules and regulations of the Board of Directors and to the provisions of the law pertaining to the employment of said persons and that said recommended appointees are subject to assignment by the Head of School and Cabinet. Jessica Black promoted from SpEd Secretary to State Reporting Specialist (position formerly held by retired Linda Sackett). Pro-rated work days: 173	See vote below

	Hourly Salary: \$17.48 Effective Date: 10/3/2016 Contract End Date: June 30, 2017	
07-10-18	Cabinet Recommendation: To accept the appointment of the individuals listed below to ADA staff for SY 2016-2017. Said individual(s) are subject to the policies, rules and regulations of the Board of Directors and to the provisions of the law pertaining to the employment of said persons and that said recommended appointees are subject to assignment by the Head of School and Cabinet. Sandie Britt – ELA/Social Studies Enrichment coach Pro-rated work days: 148 Pro-rated salary SY 2016-17: \$27,515.86 Effective Date: 10/13/16 Contract End Date: June 30, 2017	See vote below
08-10-18	Cabinet Recommendation: To accept the appointment of the individuals listed below to ADA staff for SY 2016-2017. Said individual(s) are subject to the policies, rules and regulations of the Board of Directors and to the provisions of the law pertaining to the employment of said persons and that said recommended appointees are subject to assignment by the Head of School and Cabinet. Erin Tyrrell – SpEd Secretary Pro-rated work days: 155 Hourly Salary: \$15.00 Effective Date: 10/4/2016 Contract end Date: June 30, 2017	See vote below
09-10-18	Cabinet Recommendation: To review and accept the Blick Clinic contract agreement for speech/language services (pathologist) for a period of August 10, 2016 ending June 7, 2017. Days of Service: Thursday – 8a to 4p – 40 weeks Lunch taken between 11:30a-12:30p Fee/Charge: \$520/Thursday. \$65/exceeding hours	See vote below
10-10-18	Cabinet Recommendation: To approve the cost of dropout Coalition. Fee/Charge: \$6,222.00	See vote below

Ms. Clark **motioned** for the board to accept/approve all items listed:

04-10-18 05-10-18 06-10-18 07-10-18
08-10-18 09-10-18 10-10-18

Seconded by Mr. Howard. Vote results: Yes – 4 (Manes, Howard, Tolbert, Clark)
No – 0
Abstain – 1 (Lanier)

Public Comment – None.

Announcements

Oct. 3 rd – June 2017	UMADAOP Program
Oct. 11 th – 14 th	Officer Lloyd Ford, Akron Police Department Speaker at school assemblies
Nov. 1 st	Blue Program
Nov. 1 st - 17 th	Food Drive
Nov. 3 rd 10:30a to 2p	Harvest Fest
Nov. 17 th	Open House
Nov. 10 th 9a to10a	Veteran's Tribute
Nov. 15 5p	November 2016 Board Meeting
Nov. 25 th	Bullying Assembly

Adjournment: The meeting was adjourned at 6:34p.m.

Gregg Manes, ADA Board President

Date of approval