

**AKRON DIGITAL ACADEMY**  
**Regular Meeting of the Board of Directors**

**MINUTES**

The regular meeting of the Akron Digital Academy (ADA) Board of Directors was called to order by Chairperson President Curtis Howard on Tuesday, May 19, 2015, at 5:00pm in the 2<sup>nd</sup> Floor Lab, 335 S. Main Street, Akron, Ohio. The audience was lead in the Pledge of Allegiance.

Present for Roll Call:

Mr. Curtis Howard, President/Chair	Mr. Gregg Manes, Vice President
Mrs. Linda Lanier, Personnel Committee	Fred Tolbert, Finance Committee
Ms. Lynn Clark, Member	

The Chairman noted that a quorum of the Board of Directors was present and declared the meeting open for the transaction of business.

Also Present: ADA – David Bowlin, Kelly Askew, Linda Daugherty, Bonita Henderson, LaShawn Terrell Dominic Donatelli, Marcus Bentley, Markita Roberts, Shauntel Lodge, and Janice Clayton

WC ESC – David Baker, Alleyn Unversaw, Kevin Hawley and Patrick Paré.

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- I. Approval of Amended November 18, 2014 Regular Board Meeting Minutes  
G. Manes made a motion to accept the Amended November 18, 2014 regular board minutes as presented. Motion was seconded by L. Clark. VOTE: 5 for/0 opposed. MOTION CARRIED
  - II. Approval of April 21, 2015 Regular Board Meeting Minutes  
L Clark made a motion to accept the Amended November 18, 2014 regular board minutes as presented. Motion was seconded by F. Tolbert. VOTE: 5 for/0 opposed. MOTION CARRIED
  - III. Approval of April 2015 Treasurer/Financial Report  
G. Manes made a motion to accept the Amended November 18, 2014 regular board minutes as presented. Motion was seconded by F. Tolbert. VOTE: 5 for/0 opposed. MOTION CARRIED
  - IV. Approval of the Five (5) Year Forecast  
G. Manes made a motion to accept the FY15 Five Year Forecast-May 2015 Submission as presented. Motion was seconded by L. Clark. VOTE: 5 for/0 opposed. MOTION CARRIED
  - V. Warren County Education Service Center  
WC ESC personnel had a tour of ADA Merriman this afternoon. Progress on the repairs and updating is good.

The WC ESC sponsorship contract is in the hands of ADA legal counsel, Day Ketterer for review and comment. As the state driver new guidelines, which include the reporting of data points for measuring, were included in the contract, as well as emphasis on the transferring of this information to be reflected on the state report card and into the school's strategic plans.

Dr. Baker will retire effective June 1, 2015, and his replacement was introduced, Mr. Patrick Paré.

VI. Board Committees

Financial – No report.

Personnel – L. Lanier stated the Superintendent Evaluation is currently under review.

VII. Superintendent's Report –State of the School

- a. Enrollment/Withdrawal Report reflects a reduction in student enrollment appears to be a trend at the end of the school year. Once in the relocation, previous directives will return focus to retention and reducing the withdrawal rate.
- b. ADA Summer School 2015 flyer was reviewed and the process for enrollment explained. Due to the relocation, only ADA students will have access to summer school courses. Not opened up to the public.

VIII. Superintendent's Recommendations

**Item 1**

I wish to recommend approval of the modifications to the contract of staffer Terry Henretty. Her hours have been modified to 196 hours at \$23.95/hour for a cost of \$4,694.20 (previous approval for \$3,257).

L Clark made a motion to accept the modifications to the staff contract of Terry Henretty. Motion was seconded by F. Tolbert. VOTE: 5 for/0 opposed. MOTION CARRIED

**Item 2**

I wish to recommend approval of legal services under the Day Ketterer Engagement Letter effective May 1, 2015 through April 30, 2016 (1 year). Document Attached

L. Clark made a motion to approve the Letter of Engagement with Day Ketterer for legal services. Motion was seconded by F. Tolbert. VOTE: 5 for/0 opposed. MOTION CARRIED

**Item 3**

I wish to recommend approval of the 5-year Fiscal Agent Agreement between Governing Board of the Warren County Educational Service Center and Akron Digital Academy effective July 1, 2015 through June 30, 2020. Document Attached.

Discussion: Board discussed the state ruling regarding sponsor and fiscal agent relationship as it pertains to checks-and-balances of the impartial financial activities. Representative of Day Ketterer present and summarized ruling has not been handed down at this time and depending on the ruling, state may require a separation within the year. At this late date, proceed until state ruling is received. Several board members mentioned bringing these services in-house as other mentioned schools the size of ADA has done.

G. Manes made a motion to accept the 5-year Fiscal Agent Agreement between ADA and WC ESC as presented. Motion was seconded by L. Clark. VOTE: 3 for (Manes, Tolbert, Clark)  
/ 2 opposed (Howard, Lanier). MOTION CARRIED

**Item 4**

I wish to recommend approval of sign up four ADA Staff to work five (5) days during the month of July 2015, for eight hours at a rate of \$12.50/hour. During this time, the duties of these staff employees will include, but are not limited to: Moving and unpacking boxes, setting up classrooms, setting-up computer and desks, hanging items, cleaning, etc. The total cost would be \$500 per employee totaling \$2,000 for the week.

L. Clark made a motion to approve hiring four ADA employees at the terms provided in Item 4 to assist with the relocation to ADA Merriman. Motion was seconded by G. Manes. VOTE: 5 for/0 opposed. MOTION CARRIED

**Item 5**

I wish to recommend approval of the Larson Learning (Houghton Mifflin Harcourt) Cost Proposal for \$7,198.80 to purchase books out of the Race to the Top (RttT). (Line item was approved in June 2014 budget as a blanket RttT expense). Book list attached

L. Clark made a motion to approve the Larson Learning cost proposal as detailed above. Motion was seconded by G. Manes. VOTE: 5 for/0 opposed. MOTION CARRIED

**Item 6**

I wish to recommend approval of the Warriner's Handbook and Collections (Houghton Mifflin Harcourt) Cost Proposal for **\$4,889.63 (amended)** to purchase books out of the Race to the Top (RttT). (Line item was approved in June 2014 budget as a blanket RttT expense). Book list attached.

L. Clark made a motion to approve the Warriner's Handbook and Collections cost proposal as detailed above with the amended price of \$4,889.63 (*not \$4,8889.63*). Motion was seconded by G. Manes. VOTE: 5 for/0 opposed. MOTION CARRIED

**Item 7**

I wish to recommend approval of the Big Ideas Math (Houghton Mifflin Harcourt) Cost Proposal for \$7,976.25 to purchase books out of the Race to the Top (RttT). (Line item was approved in June 2014 budget as a blanket RttT expense). Book list attached.

L. Clark made a motion to approve the Big Ideas Math cost proposal as detailed above. Motion was seconded by G. Manes. VOTE: 5 for/0 opposed. MOTION CARRIED

**Item 8**

I wish to recommend approval of the Epiphany Management Group Renewal Contract for technology services, for a 1-year term (effective July 1, 2015 through June 30, 2016) at a total cost of \$125,000.00. Contract attached.

L. Clark made a motion to approve the Epiphany Management Group Renewal Contract. Motion was seconded by G. Manes. VOTE: 5 for/0 opposed. MOTION CARRIED

**Item 9**

I wish to recommend approval of the Ajax Commercial Cleaning, Inc. 1-year contract for cleaning services at ADA (Merriman) at a total cost for custodial and maintenance services of \$42,960.00. Quotes/contracts attached.

L. Clark made a motion to approve the renewal of the Ajax Commercial Cleaning Inc. contract for the ADA Merriman. Motion was seconded by G. Manes. VOTE: 5 for/0 opposed. MOTION CARRIED

**Item 10**

I wish to recommend the authorization and approval of implementing the Akron Digital Academy Staffing Model Proposal #1 for SY 2015 - 2016. Documentation attached.

L. Clark made a motion to approve the ADA Staffing Model as stated above for SY 2015-16. Motion was seconded by G. Manes. VOTE: 5 for/0 opposed. MOTION CARRIED

**Item 11**

I wish to recommend acceptance and approval of the Akron Digital Academy Budget Model Proposal #1 for SY 2015 - 2016. Documentations attached.

L. Clark made a motion to accept and approve the Akron Digital Academy Budget Model as stated above for SY 2015-16. Motion was seconded by G. Manes. VOTE: 5 for/0 opposed. MOTION CARRIED

**Item 12**

I would like to recommend the approval of **up to 3** teaching staff (based on need) for our summer school program. The program will run from June 8, 2015 to July 17, 2015. Each staff will be required to monitor, grade and complete all student courses. The stipend for this position will be **\$1200** per staff member.

G. Manes made a motion to three teaching staff (based on need) for summer school on-line instruction as presented. Motion was seconded by L. Clark. VOTE: 5 for/0 opposed. MOTION CARRIED

**Item 13**

~~I wish to recommend the acceptance and approval of the 5-year sponsorship agreement between Akron Digital Academy and the Warren County Educational Service Center as reviewed by ADA legal counsel.~~

Agreement not available

IX. Executive Session

President Howard asked for a motion for the Board to adjourn into Executive Session Pursuant to ORC § 121.22(G)(2) to consider matters required to be kept confidential. A motion was made at by G. Manes and seconded by L. Lanier. The Board recessed into Executive Session at 6:34pm.

Roll Call:

Mr. Curtis Howard, Mr. Gregg Manes, Mrs. Linda Lanier, Fred Tolbert, and Ms. Lynn Clark

The Board reconvened at 7:02pm. A quorum was present with Roll Call.

X. Business /Discussion

XI. Public Comments and Announcements


No public comments.

Announcements were read aloud at the meeting.

May 20..... College Tour to the University of Akron  
May 21..... College Tour to Stark State  
May 27..... College Tour to Cuyahoga Community College (Eastern Campus)  
May 27..... State of the School Address @ 6pm ADA (Merriman)  
May 28..... Student Fun Day @ Lock 3 @ 10am  
May 28..... Final Strategic Planning Committee Meeting @ 4:30-6pm  
June 5..... Last Day for Students  
June 9..... GRADUATION at ADA (MERRIMAN) @ 6pm  
June 16..... NEXT ADA BOARD OF DIRECTORS MEETING@ 5pm

XII. Adjourn

The meeting was adjourned at 7:10pm.

  
Mr. Curtis Howard, President  
Board of Directors, Akron Digital Academy

6-16-15  
Date