



"Akron Digital Academy meets all students at their point of academic, social, and emotional need. We intentionally build a diverse learner-centered environment, using every means necessary to improve academic outcomes and prepare students for success in their post-secondary choices. We approach this responsibility daily with passion and urgency."

Board of Directors Meeting Minutes of May 17, 2016

The Regular Board Meeting of Akron Digital Academy was called to order by President Gregg Manes at 5:10pm on Tuesday, May 17, 2016 in the GPS Room of the school at 133 Merriman Road, Akron OH 44303. The meeting was led in the Pledge of Allegiance by Board President Manes.

- I. Roll Call Gregg Manes, Board President
Linda Lanier, Board Vice President
Fred Tolbert, Finance Chair and Board Secretary
Lynn Clark, Personnel Chair

Present: LaShawn Terrell, Head of School
Katona West, Director of Operations
Linda Daugherty, Director of SPED
Teresa Brown-Sayles, Director of Instruction/Principal
Melissa Shirley, Director of Curriculum and Educational Technology
Janice Clayton, Secretary
Scott Wilson, WC ESC Fiscal Specialist Agent
Pat Paré, WC ESC
Karla Dunlap, WC ESC

II. Approval of the April 19, 2016 Regular Board Meeting Minutes

Ms. Clark moved to accept the April 19, 2016 meeting minutes as submitted. The motion was seconded by Mrs. Lanier and Mr. Tolbert. Motion approved Yes 4 | No 0.

III. Financial Reports given by Mr. Scott Wilson.

The credit card fraud charge will be removed. Bank account will remain with PNC Bank until a new credit card company is secured. Have met with Fifth Third (5/3) Bank; and will be meeting in the near future with AMEX (American Express).

Small grants on the financial report will be reviewed and removed audited and removed if account funds are depleted.

Check request shows unemployment payments are paid up front. For the next fiscal year treasurer is working on a "pay as needed"; ADA pays into this system but does not use it.

During the month of June, the Appropriations account will be cleaned up in reference to some of the grants.

Cash flow was at a -\$250,000+ deficit due to expenses and reduction in expected FTEs. The Operations Manager control of expenses this year has help move this figure to -\$216,000. Additional actions will be reviewed to lessen this deficit via salaries, spending, purchases, etc. as federal funds for next year are still unknown at this time.

- a. April 2016 Treasurer/Financial Report
Ms. Clark moved to accept the April 2016 Treasurer/Financial Report as submitted. The motion was seconded by Mrs. Lanier and Mr. Tolbert. Motion approved Yes 4 | No 0.
- b. Bi-Annual Five-Year Fiscal Forecast
Ms. Clark moved to accept the April Bi-Annual Five-Year Fiscal Forecast as submitted. The motion was seconded by Mr. Tolbert. Motion approved Yes 4 | No 0.
- c. Chase Bank Authorization for Treasurer/Fiscal Officer to Update Bank Signatures
Ms. Clark moved to authorize President G. Manes to sign the Chase Bank Authorization for Treasurer/Fiscal Officer to Update Bank Signatures. The names will be Mr. Gregg Manes (Board President) and Mr. Alleyn Unversaw (WC ESC Treasurer/Fiscal Officer). The motion was seconded by Mrs. Lanier. Motion approved Yes 4 | No 0.
- d. FastSigns Invoice dated 06/29/2015 for:

4 DIG-Dibond 3mm Signs at	\$340.00
2 DIG-Banners & Installation	<u>\$478.00</u>
INVOICES TOTALING:	\$818.00

Ms. Clark moved to authorize payment of the FastSigns Invoice dated 5/29/15. The motion was seconded by Mrs. Lanier. Motion approved Yes 4 | No 0.

IV. Reports

- a. Finance Committee. No report from Chair Tolbert.
- b. Personnel Committee. Chair Clark and Vice President Lanier are working on Cabinet evaluations. The deadline for completion is unknown.
- c. WC ESC Exec. Dir.-Charter School Compliance. The 5-year forecast will be submitted to ODE as required.

An overview of the FTE Auditor meeting was given by Mr. Paré. Attending the meeting at the WC ESC Facility were: Ms. Terrell, Mrs. West, Ms. Brown-Sayles, Atty. David Bauer (of Day Ketterer for ADA) and three (3) of the ODE auditors that were responsible for the report (that was made available to various newspapers outlets).

Of the three auditors, one was a true auditor. As the claims in the auditors reports could not be substantiated and documented proof of the erroneous claims were presented a conference call resulted with those noted above and Ms. Denise Cooper. At this time, WC ESC, ADA Day Ketterer representatives were told the report findings will be clarified in the final report due June 3, 2016; but no retractions will probably occur.

ODE representatives asked how the 920 hour requirements that was an item in the report to be proven and reported, no answer. Participants will contact Mr. Richter – no answers at this time.

V. State of the School – Cabinet Report

Cabinet members Ms. Terrell, Mrs. West, and Ms. Brown-Sayles attended the follow-up Auditors Review meeting Mr. Pare spoke on earlier in this meeting. Specific details were given regarding the events that occurred during the meeting. Several follow-up conversations and correspondence with ODE personnel and the ADA legal team will occur to resolve the inaccuracy of the FTE report.

a. Curriculum and Educational Technology

Dr. Shirley presented the Edgenuity Online Curriculum as the chosen provider for the 2016-2017 Academic School Year at a quote of \$45,000.00/year. Mrs. Lanier moved to authorize purchase of the Edgenuity learning system on the recommendation of the Director of Curriculum and Educational Technology, Dr. Shirley. The motion was seconded by Ms. Clark. Motion approved Yes 4 | No 0.

Discussion points:

Edgenuity would replace both Odyssey and Canvas programs.

Available for up to 500 middle- and high-school students; revolving and recycling of licenses; pay extra over 500 license.

Offers AP and Prep courses.

Easy to chart progress, charting and criteria. Programmed to measure growth.

Aligns well with Ohio educational standards.

Summer school comments from other districts, "didn't appreciate our courses; not up to their standards."

- b. Special Education – Mrs. Daugherty explained Vocovision (tele-therapy) Contract \$3,786.24 was for services needed to meet compliance evaluations when Mrs. Drake (school psychologist) was out on maternity leave and the contractor did not have any available staff and no other alternative were available.

- c. Enrollment Report currently at 397 per Ms. Terrell.

- d. Akron Digital Academy SY 2016-2017 Calendar has been corrected by increasing days from 184 to 186 per Mrs. West.
Mrs. Lanier moved to accept the SY 2016-2017 ADA School Calendar as submitted with the correction to maintain State compliance. The motion was seconded by Ms. Clark. Motion approved Yes 4 | No 0.

- e. FY17 Teacher Salary Schedule 195 Day Contract
Background information was requested of Mrs. West. Item #1: This new salary format is in steps and not a flat across the board scale. This pay scale only applies to full-time teachers. A teacher MUST have worked at Akron Digital Academy 120 days the prior school year to be eligible for the increase. Item #2: The contract days for Teachers (Secretaries and Educational Assistants) will be reduced from 201 days to 195 days for a contract year. Ms. Clark moved approve the newly created FY17 Teacher Salary Schedule 195 Day Contract submitted by Mrs. West. The motion was seconded by Mr. Tolbert. Motion approved Yes 4 | No 0.

VI. New Business

- a. Vendor Contracts for SY 2016 to 2017. Three bids were obtained for custodial and IT services for ADA.

Mr. Clark motioned to engage in a one-year contract with Green Clean Ohio LLC for custodial services at \$23,345.16 annually (\$1822.24/month). Motioned seconded by Mr. Tolbert. Motion approved Yes 4 | No 0.

Mr. Clark motioned to engage in a one-year contract with FIT Technologies for information technology services at \$93,600/annually (\$7800.00/month). Motioned seconded by Mr. Tolbert. Motion approved Yes 4 | No 0.

VII. Executive Session

Mr. Manes asked for a motion from the Board to adjourn into executive session. Mr. Tolbert motioned the Board recess into executive session pursuant to ORC §121.22(G)(2) to consider matters required to be kept confidential. The motion was seconded by Ms. Clark. Motion approved Yes 4 | No 0.

Recessed: The Board recessed at 6:41pm.

Roll Call: Mr. Gregg Manes, Mrs. Linda Lanier, Mr. Fred Tolbert and Ms. Lynn Clark.

Reconvened: The board reconvened into regular session at 7:38pm.

Mrs. Lanier motioned to accept the FY 2017 staff proposal as presented. The motion was seconded by Ms. Clark. Motion approved Yes 4 | No 0.

VIII. Public Comment. None

IX. Announcements

Memorial Day – School and Offices closed, Monday, May 30, 2016

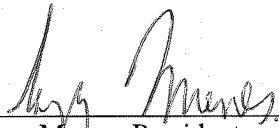
Last School Day – Friday, June 3, 2016

Senior Graduation – Tuesday, June 7, 2016 Time 6pm @ ADA

Meeting was adjourned at 7:41pm by President Manes. The next general meeting will be **TUESDAY, JUNE 21, 2016 AT 5:00PM.**

Minutes submitted by: Janice Clayton, Secretary

Approved by:



Gregg Manes, President
Akron Digital Academy Board of Directors



Date