

Ohio Digital Learning School

Meeting Minutes

May 24, 2023

Location: 1745 Indian Woods Circle
Maumee, Ohio 43537

Zoom link: <https://k12.zoom.us/j/94664619741>

I. Call to Order

The meeting was called to order at 10:06 AM.

II. Roll Call

Board Members Present:

Chris Canova, President
Chelsea Kania, Vice President
Roula Braidy, Director

Board Members Absent:

Gregory Fockler, Treasurer
Tiffany Akeman, Secretary

Other Attendees:

Mahailey Albain, *ODLS Academic Administrator*
Laura Houghton, *Operations Manager/Interim HOS*
Megan Kovach, *Academic Administrator of Special Programs*
Kathleen Harkless, *Stride*
Cindy Wright, *Stride*
Regina Krotzer, *Stride*
Stephanie Jones, *Stride*
Rebekah Enz, Esq., *Amy Goodson Co., LLC, Board Legal Counsel*
Kristin Katakis, *OCCS*

III. Public Comment

None

IV. Review of Agenda

V. Action and Discussion Items

A. Approval of Minutes of Prior Meeting

The Board reviewed the meeting minutes; no modifications were requested.

23-22 RESOLVED, that the Board of Directors approves the minutes of the meeting of April 26, 2023, as presented.

Motion: Ms. Kania Second: Ms. Braidy
Ayes: 3 Nays: 0

B. Financial Report

- **Federal Subgrant Expenditures**

Ms. Krotzer presented the financial report as of June 30, 2023, and discussed revenues and expenses. She reviewed action items and discussed the \$200,000 K12 payment. Ms. Krotzer also discussed the agreement with Insperity, which has substantially increased the program's price. Ms. Krotzer is looking into other PEO providers and will bring quotes to the board in the fall.

C. Budget and Five-Year Forecast

Ms. Krotzer presented the budget and five-year forecast, reviewing assumptions, line-item details and the five-year forecast itself.

23-23 RESOLVED, that the Board of Directors approves the financial update, bank reconciliation, and payment to Stride K12 as presented, including approval of federal subgrant expenditures.

23-24 RESOLVED, that the Board of Directors approves the projected FY 2024 Budget as presented;

FURTHER RESOLVED, that the Board of Directors hereby approves and adopts the Five-Year Forecast, May 2023 Submission, and authorizes the fiscal officer to submit the Five-Year Forecast in the proper format, to the Ohio Department of Education by the designated deadline.

Motion: Ms. Kania Second: Ms. Braidy
Ayes: 3 Nays: 0

D. Head of School Report

- **Number of Suspensions and Expulsions**
- **Residency Verification (May)**
- **Review of Updates to ESSER ARP Plan, including ESSER Spending Plan, if any**

Ms. Albain presented the school report and reviewed demographics and enrollment (79% of students are re-enrolled). Staffing stayed the same. The board asked that a synopsis on withdrawals be presented at the next meeting.

23-25 RESOLVED, that the Board of Directors accepts the state of the school report as presented, including the number of suspensions and expulsions and May residency verification.

Motion: Ms. Braidy Second: Ms. Kania
Ayes: 3 Nays: 0

E. College Credit Plus Policy

The board reviewed the College Credit Plus Policy.

23-26 RESOLVED, that the Board of Directors approves and adopts the College Credit Plus Policy as presented.

Motion: Mr. Canova Second: Ms. Kania
Ayes: 3 Nays: 0

F. 2023-2024 Employee Handbook

Ms. Houghton reviewed the changes to the Employee Handbook. The changes include updates to the rental car policy and policy requiring employees to have one standard address which will be used for shipping items and determining mileage.

23-27 RESOLVED, that the Board of Directors approves and adopts the 2021-2022 employee handbook pending legal counsel review.

Motion: Ms. Kania Second: Ms. Braidy
Ayes: 3 Nays: 0

G. 2023-2024 Parent Student Handbook

Ms. Houghton reviewed the changes to the Parent Student Handbook. The changes include a new policy regarding artificial intelligence, updates to the advisor positions, and update to PBIS coordinator.

23-28 RESOLVED, that the Board of Directors approves and adopts the 2023-2024 Parent Student Handbook pending Board Legal Counsel review.

Motion: Mr. Canova Second: Ms. Braidy
Ayes: 3 Nays: 0

H. Employee Agreements, Salaries, and Bonuses

Ms. Albain discussed the employee agreements, salaries and bonuses.

23-29 RESOLVED, that the Board of Directors approves the employee agreements, salary changes and bonuses as budgeted for

BROOKS, CHRYSTAL A
MAHAVE, CLAIRE
PEARCY, YOLANDA
WARD, KRISTINA LEANN
ANDERSON, HEIDI ANN
THOMPSON, JENNIFER LYNN
REHL, CHRISTINA
MORENCY, DARIAN
ROSS, SARAH
VONGUNTEN, ERIC
BOJANOWSKI, MANDI LYNN
BOTKE, KATELYN ELLEN LEIGH
CAMPBELL, CHRISTINA MARIE
CAUDELL, SCOTT
COTE, RITA
EBERT, HOPE NICOLE
EVANS, BRANDON
FLORES, STACEY LYNN
FOLEY, THERESE
FORBES, JEFF

FRENCH, BROOKE NICOLE
GATES, GALA
GOODALL, JOSHUA DAVID
HERRMANN, LINDSAY
JACOBSEN, JANSON
JAMIEL, CASSAY RENEE
KENNEDY, FROUKJE MARGARET B
KRUICHUK, KERRIE
LAHETTA, KRISTEN R
MANGAN, ANN LOUISE
MATTESON, KEELY SHAYE
MCCULLOUGH, JULIE ANNE
MCDONALD, ERIN
MILLHOUSE, NICHOLAS MICHAEL
MOORE, KATHLEEN SUE
POPE, SHAWNA
RIFE-ROARK, SUSAN KAY
RIPATO, AMY TURNER
ROSE, TANYA C
RUIZ FLINT PHAM, ELISABETH
SAK, STEPHANIE J
SHAFFER, ELIZABETH ANN
SHARRETT, BAMBI
SUTTLES, LEANNE GRANT
THOMPSON, JULIA R
TRAPP, BRITTANY
TRAPP, ERICA MARIE
WEST, KATHERINE
WHITBY-SANFORD, NATALIE
WILSON, HELEN ELIZABETH
YOUNG, AMY ELIZABETH

pending employees meeting all requirements of for employment and final review of board legal counsel.

Motion: Mr. Canova Second: Ms. Braidy
Ayes: 3 Nays: 0

VI. Informational Reports

A. Legal Update

Ms. Enz presented the legal update.

B. Sponsor Update

Ms. Katakis gave the sponsor report. The OCCS Convocation is scheduled for August 3.

