

Ohio Digital Learning School

Meeting Minutes

June 28, 2023

10:00 AM

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 9:59 AM. Mr. Canova discussed some highlights of graduation.

II. Roll Call

Board Members Present:

Chris Canova, President
Chelsea Kania, Vice President
Tiffany Akeman, Secretary
Roula Braidy, Director

Board Members Absent:

Gregory Fockler, Treasurer

Other Attendees:

Mahailey Albain, *ODLS Academic Administrator*
Laura Houghton, *Operations Manager/Interim HOS*
Megan Kovach, *Academic Administrator of Special Programs*
Theresa Bourgeois, *EMIS and Title I Coordinator*
Angie Day, *ODLS Assistant Principal*
Cindy Wright, *Stride*
Regina Krotzer, *Stride*
Stephanie Jones, *Stride*
Rebekah Enz, Esq., *Amy Goodson Co., LLC, Board Legal Counsel*
Angelina Rutherford, *Amy Goodson Co., LLC*
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.

23-30 RESOLVED, that the Board of Directors approves the minutes of the meeting of May 24, 2023, as presented.

Motion: Ms. Kania Second: Ms. Braidy
Ayes: 4 Nays: 0

B. Financial Report

- **Federal Subgrant Expenditures**

Ms. Krotzer presented the financial report as of May 31, 2023, and discussed balances. She reviewed the \$50,000 K12 payment, and grants. Ms. Krotzer also discussed that the Fiscal Year 2022 audit is still pending due to low staff at the AOS office. Ms. Krotzer is working on the school's CCIP, which is a unified grants application and planning system.

23-31 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.

Motion: Ms. Braidy Second: Ms. Akeman
Ayes: 4 Nays: 0

C. Head of School Report

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

Ms. Albain and Ms. Houghton presented the school report and reviewed demographics and enrollment. An analysis on student withdrawal was presented. Three employees left due to the end of their contract term.

23-32 RESOLVED, that the Board of Directors accepts the state of the school report as presented, including the number of suspensions and expulsions and June residency verification.

Motion: Ms. Kania Second: Ms. Akeman
Ayes: 4 Nays: 0

D. Semi-Annual Report on Incidents of Harassment, Intimidation, and Bullying

Ms. Albain reported that there were zero incidents of harassment, intimidation, and bullying.

23-33 RESOLVED, that the Board of Directors accepts the Semi-Annual Report of Verified Acts of Harassment, Intimidation, and Bullying as presented.

Motion: Ms. Braidy Second: Ms. Kania
Ayes: 4 Nays: 0

E. Employee Benefits Package

Ms. Houghton discussed the Employee Benefits Package. She reported that Inspirity has increased their costs by \$48,000, and that the staff is absorbing anywhere between \$20-\$75 in additional costs per paycheck. The last few years the Board has absorbed the cost increases. Inspirity extended their window for employee enrollment until September 30, 2023.

23-34 RESOLVED, that the Board of Directors approves the Employee Benefits Package as presented and authorizes the board president to sign said document.

Motion: Mr. Canova Second: Ms. Kania
Ayes: 4 Nays: 0

F. Insurance Policy

Ms. Houghton discussed the school insurance policy and confirmed that the policy included Directors and Officers coverage. There has been a 6% increase (\$10,000-\$10,300) due to increased enrollment and staff..

23-35 RESOLVED, that the Board of Directors approves the insurance policy as presented and authorizes the board president to sign any required documents pending legal counsel review.

Motion: Ms. Kania Second: Ms. Akeman
Ayes: 4 Nays: 0

G. 22 Plus Handbook

The board reviewed the 22 Plus Handbook; no changes were made.

23-36 RESOLVED, that the Board of Directors approves and adopts the 22 Plus Handbook pending legal counsel review and revision.

Motion: Ms. Kania Second: Ms. Akeman
Ayes: 4 Nays: 0

H. Related Services Manual and Special Education Programs Manual

Ms. Kovach discussed updates to the Related Services Manual and the Special Education Manual; there were no major changes.

23-37 RESOLVED, that the Board of Directors approves and adopts the Related Services Manual and Special Education Programs Manual pending legal counsel review and revision.

Motion: Ms. Akeman Second: Ms. Braidy
Ayes: 4 Nays: 0

VI. Annual Meeting Discussion Items

A Reappointment of Board Members

The board discussed board member reappointment and terms.

23-38 RESOLVED, that the Board of Directors reappoints Gregory Fockler for a term of three years, to expire at the annual board meeting of 2026.

FURTHER RESOLVED, that the Board hereby acknowledges the staggered terms of all board members as follows, effective until the annual organizational meeting held during the year designated.

Name	Year
Chris Canova	2025
Gregory Fockler	2026
Tiffany Akeman	2025
Chelsea Kania	2024
Roula Braidy	2025

Motion: Ms. Braidy Second: Ms. Kania
Ayes: 4 Nays: 0

B Election of Officers

The board discussed officer positions.

23-39 RESOLVED, that the Board of Directors elects the following slate of officers, to serve in such capacity for a term of one year (until the 2024 Annual Board Meeting), or until the election and qualification of their respective successors.

President Chris Canova
Vice President Chelsea Kania
Treasurer Gregory Fockler
Secretary Tiffany Akeman

Motion: Ms. Kania Second: Ms. Akeman
Ayes: 4 Nays: 0

C 2023-2024 Annual Board Meeting Calendar

The board reviewed the 2023-2024 Annual Board Meeting Calendar. The November meeting date will be held on November 15, 2023. As the December meeting date gets closer, the board will review the December meeting date.

23-40 RESOLVED, that the Board of Directors hereby approves and adopts the 2023-2024 Annual Board Meeting Calendar as revised.

Motion: Ms. Akeman Second: Ms. Braidy
Ayes: 4 Nays: 0

VII. Informational Reports

A. Legal Update

Ms. Enz presented the legal update.

B. Sponsor Update

Ms. Katakis gave the sponsor report. The OCCS Convocation is coming up on August 3. Ms. Katakis also discussed scholarships available to students.

C. Stride Update

Ms. Wright presented the update and spoke to the Executive Director Position. Several candidates are being interviewed. The goal is to have a final candidate in July.

VIII. Confirmation of Next Meeting:

Date: July 26, 2023
Time: 10:00 AM
Location: ODLs Office
1745 Indian Wood Circle
Maumee, Ohio 43537

VIII. Adjournment: 10:46 AM

Motion: Ms. Akeman Second: Ms. Kania

Approved by the Board of Directors of Ohio Digital Learning School on July 26, 2023.

DocuSigned by:
Chris Canova
Board President/Secretary