

# ***Ohio Digital Learning School***

## ***Annual Meeting Minutes***

June 26, 2024  
10:00 AM  
1745 Indian Wood Circle  
Suite 110  
Maumee, Ohio 43537

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

### **I. Call to Order**

The meeting was called to order at 10:02 AM.

### **II. Roll Call**

#### **Board Members Present:**

Chelsea Kania, Vice President  
Gregory Fockler, Treasurer  
Tiffany Morrissey, Secretary  
Roula Braidy, Director

#### **Board Members Absent:**

Chris Canova, President

#### **Other Attendees:**

Mahailey Albain, *ODLS Academic Administrator*  
Laura Houghton, *Operations Manager*  
Brian Powderly, *Executive Director*  
Theresa Bourgeois, *EMIS and Title I Coordinator*  
Angie Day, *ODLS Assistant Princip*  
Cindy Wright, *Stride*  
Lisa Zyriek, *Stride*  
Stephanie Nelson, *Fiscal Officer*  
Rebekah Enz, Esq., *Board Legal Counsel*  
Kristin Katakis, *OCCS*  
Josh Goodall, *ODLS Teacher*  
Kaileigh Poe, *ODLS Office Administrator*  
Alec Grollman, *Gallagher Insurance*

### **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.

**24-35 RESOLVED**, that the Board of Directors approves the minutes of the meeting of May 23, 2024, as presented.

Motion: Mr. Fockler      Second: Ms. Morrissey  
Ayes: 4      Nays: 0

## B. Financial Report

- **Federal Subgrant Expenditures**

Ms. Nelson presented the financial report as of May 31, 2024, and reviewed key deadlines, expenses and revenues, and federal grant funds. She noted that there was no payment to K12, Ms. Bourgeois provided an update on federal funds and budgeting.

**24-36 RESOLVED**, that the Board of Directors approves the financial update and bank reconciliation, including approval of federal subgrant expenditures.

Motion: Ms. Braidy      Second: Mr. Fockler  
Ayes: 4      Nays: 0

## C. 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**

Mr. Powderly presented the school report and discussed “flipped” classroom models. re-enrollment for the upcoming school year, graduates, staff updates, and academic metrics. Summer school is in process. Ms. Houghton discussed the FTE audit and noted that the school received a perfect audit.

Mr. Grollman reported on behalf of Gallagher Insurance and discussed that all coverage stays the same, there is just a change in the carrier. The student count increased, so the coverage premium also increased. Directors and Officers coverage is also included.

**24-37 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.

**24-38 RESOLVED**, that the Board of Directors approves the insurance renewal with Gallagher Insurance, effective July 1, 2024, as presented, and authorizes the Board President to sign said renewal.

Motion: Mr. Fockler      Second: Ms. Morrissey  
Ayes: 4      Nays: 0

## D. School Nurse Description/Position

Ms. Houghton discussed the School Nurse duties which include assisting students with healthcare pathways, administering immunizations, and assisting families with healthcare.

**24-39 RESOLVED**, that the Board of Directors approves the job description for the School Nurse position as presented.

**RESOLVED**, that the Board of Directors approves the hiring of a School Nurse using grant funding as presented.

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

## E. Engagement Coordinator Position

Ms. Houghton presented the need for a third Engagement Coordinator due to growth. The school currently has two Engagement Coordinators.

**24-40 RESOLVED**, that the Board of Directors approves the hiring of a third Engagement Coordinator using grant funding as presented.

Motion: Ms. Morrissey      Second: Mr. Fockler  
Ayes: 4      Nays: 0

**F. 2024-2025 Program Manuals**

Mr. Powderly presented the 2024-2025 Program Manuals listed below. Ms. Houghton noted no major changes to the manuals.

**24-41 RESOLVED**, that the Board of Directors approves and adopts the following manuals pending legal counsel review.

- 2024-2025 Special Education Manual
- 2024-2025 504 Manual

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

**VI. Annual Meeting Discussion Items**

**A. Reappointment of Board Members**

The Board discussed the reappointment of Ms. Kania.

**24-42 RESOLVED**, that the Board of Directors reappoints Chelsea Kania for a term of three years, to expire at the annual board meeting of 2027.

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

<b>Name</b>	<b>Year</b>
Chris Canova	2025
Gregory Fockler	2026
Tiffany Morrissey	2025
Chelsea Kania	2027
Roula Braidy	2025

Motion: Mr. Fockler      Second: Ms. Morrissey  
Ayes: 4      Nays: 0

**B. Election of Officers**

The Board discussed officer positions.

**24-43 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 2025 Annual Board Meeting), or until the election and qualification of their respective successors:

<b>President</b>	Chris Canova
<b>Vice President</b>	Chelsea Kania
<b>Treasurer</b>	Gregory Fockler
<b>Secretary</b>	Tiffany Morrissey

Motion: Mr. Fockler      Second: Ms. Braidy  
Ayes: 4      Nays: 0

**C. 2024-2025 Annual Board Meeting Calendar**

*\*Note November, December, and February adjustments*

The Board reviewed the 2024-2025 Annual Board Meeting Calendar. The July meeting date was moved to July 31, 2024.

**24-44 RESOLVED**, that the Board of Directors hereby approves and adopts the 2024-2025 Annual Board Meeting Calendar as amended.

Motion: Mr. Fockler      Second: Ms. Morrissey  
Ayes: 4      Nays: 0

**VII. Informational Report**

**A. Legal Update**

Ms. Enz presented the legal update.

**B. Sponsor Update**

Ms. Katakis presented the sponsor update and reviewed the OCCS Convocation and noted that Ms. Bourgeois and Ms. Houghton are attending.

**C. Stride Update**

Ms. Wright presented the management update discussed the Summit.

**VIII. Confirmation of Next Meeting:**

**Date: July 31, 2024**

**Time: 10:00 AM**

Location: 1745 Indian Wood Circle  
Suite 110  
Maumee, Ohio 43537

**VIII. Adjournment: 11:01 AM**

Motion: Ms. Morrissey      Second: Ms. Kania

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Approved by the Board of Directors of Ohio Digital Learning School on July 31, 2024.

DocuSigned by:  
  
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Board President/Secretary