

**Minutes of the June 25, 2009 Meeting  
Of the Board of Directors of the Akron Digital Academy**

A meeting of the Board of Directors of the Akron Digital Academy was held on June 25, 2009 at 4:00 p.m. at the Akron Board of Education, Akron, Ohio.

In Attendance: Laraine Duncan, Connie Hathorn, David James, Fredric Schuett, Fred Tolbert, Todd Adkins, Treasurer, Cathy Hunt, Secretary.

Absent: Gerald Holland, Ellen McWilliams

The meeting was called to order at 4:05 p.m.

The minutes of the Board Meetings of December 1, 2008 and May 25, 2009 were unanimously approved.

The ADA Executive Director Comments included:

- Expressed appreciation to David James and Ellen McWilliams for their support of Akron Digital Academy.
- Expressed appreciation to APS Human Resources Department for their help with the establishment of new job descriptions and job codes for ADA staff.
- ADA has aligned its budgeting process with APS.
- A draft of the ADA Organizational Chart was distributed.
- ADA has created a Senior Staff for shared leadership and decision making.
- ADA will work on a more collaborative relationship with APS.
- ADA Senior Staff are working on an evaluation system for staff.
- Board Members will be asked to complete a survey on suggestions and/or changes to Board meeting format.

Todd Adkins presented the Treasurer's Report for the months of November 2008 through May 2009 (attached). The report was unanimously accepted as presented.

Todd Adkins presented the 2009-2010 Budget. Fred Lewis, ADA Business Affairs Director, noted that the FY10 Budget does not include Stimulus Funds. A revised budget will be presented for approval after their inclusion.

Upon a motion duly made and seconded, the Board unanimously approved the 2009-2010 Budget. .

Upon a motion duly made and seconded, the Board unanimously approved the following Executive Director's Recommendations:

- Item 1           Pursuant to Section 149.41 of the Ohio Revised Code, I wish to recommend approval of the destruction of Akron Digital Academy Ohio Department of Education Reports and Records (July 03-June 04).

**Minutes of the June 25, 2009 ADA Board of Directors Meeting**

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- Item 2 I wish to recommend authorization to enter into a lease agreement with Goodyear Heights United Methodist Church.
- Item 3 I wish to recommend authorization to enter into a lease agreement with Redeemer United Methodist Church.
- Item 4 I wish to recommend authorization for Akron Public Schools Service Agreement payment of \$400,000.00 (2/6/09, 3<sup>rd</sup> payment).
- Item 5 I wish to recommend authorization for Akron Public Schools Service Agreement payment of \$400,000.00 (6/30/09, final payment).
- Item 6 I wish to recommend authorization for Akron Public Schools Service Agreement payment of \$231,250.00 (1<sup>st</sup> payment for FY0 2010). This payment should be paid in July 2009.
- Item 7 I wish to recommend authorization to enter into a Service Contract with the Akron Public Schools, effective 7/1/09-6/30/10.
- Item 8 I wish to recommend the approval of the following as members of the Akron Digital Academy Board of Directors for the 2009-2010 school year:

Laraine Duncan  
Connie Hathorn  
Gerald Holland  
David James

Ellen McWilliams  
Fred W. Schuett  
Fred L. Tolbert

- Item 9 I wish to recommend authorization for payment for the following purchase orders:
1. PO # 2255 Multiple Vendor for \$12,000.00 for connectivity payments for K-8 program
  2. PO # 2269 Goodyear Heights Methodist Church for \$18,000.00 for rent of space for FY 2009
  3. PO # 2276 Metro Regional Transit Authority for \$9,000.00 for bus passes
  4. PO # 2296 Edward Pfeiffer for \$16,002.00 for school improvement coach service contract
  5. PO # 2300 Akron Public Schools for \$6,362.85 for juvenile court detention center costs
  6. PO # 2304 Hewlett Packard for \$64,600.00 for computers
  7. PO # 2317 Crossroads Management Company for \$7,600.00 to build room to enclose servers and for air conditioning for servers
  8. PO # 2318 Metro Regional Transit Authority for \$9,000.00 for bus passes
  9. PO # 2320 Stephone Reed for \$5,633.60 for software support service contract
  10. PO # 2339 Club Z! In Home Tutoring Services for \$13,325.00 for Title I supplemental services

## Minutes of the June 25, 2009 ADA Board of Directors Meeting

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11. PO # 2340 ALEKS Corporation for \$6,000.00 for software licenses
12. PO # 2342 Treasurer of State for \$26,260.65 to repay Title I funds from audit finding
13. PO # 2354 Metro Regional Transit Authority for \$10,000.00 for bus passes
14. PO # 2358 Club Z! In Home Tutoring Services for \$11,943.75 for Title I supplemental services
15. PO # 2360 Multiple Vendor for \$39,000.00 for Title I supplemental services
16. PO # 2376 Scantron Corporation for \$27,925.00 for software and training
17. PO # 2377 Crossroads Management Company for \$135,336.00 for rent of space for Evans location for FY 2010
18. PO # 2378 WEM for \$5,400.00 for parking spaces for FY 2010
19. Change order to PO # 2152 Jean Romano for \$ 10,000.00 for additional hours for database, website design, programming technical consulting and support

### Under New Business:

- A motion will be presented in September 2009 to increase the purchase order amount for Board approval from \$5,000.00 to \$10,000.00.
- ADA staff members gave a brief presentation about their department and responsibilities (attached):
  - Business Affairs – Fred Lewis
  - Child Study – Donna Ryckman
  - High School Program – LaShawn Terrell
  - K-8 Program – Marilyn Keith
  - Operations – William Romano
  - Pupil Services – Jon Swires
  - School Improvement Coach – Edward Pfeiffer

Laraine Duncan expressed appreciation for the opportunity to meet the Senior Staff.

Meeting adjourned at 4:40 p.m.

Respectfully submitted:

Catherine E. Hunt