

**Minutes of the May 6, 2010 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 May 6, 2010 at the Akron Board of Education, Akron, Ohio.

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

Excused: Jerry Holland, Ellen McWilliams

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

The minutes of the Board Meeting of January 14, 2010 were unanimously approved.

**ADA Executive Director Report:**

- A Project List was distributed to Board Members. Staff will be reporting on these projects during the next year.
- ADA is seeking an additional site for an overage program.
- Janice Seibel has been hired to direct the ICAP Program for the 2010-2011 school year.
- The 2010-2011 Schedule of Board Meetings was presented. The meeting schedule will be posted on the ADA website. The meetings are scheduled for:
  - Thursday, October 28, 2010
  - Thursday, January 13, 2011
  - Thursday, May 5, 2011
- The ADA Media Packet was distributed. The packet is part of the implementation of the ADA marketing plan to attract APS students who are not enrolled in the Akron Public Schools.
- The January 2010 ADA Strategic Plan with Task Assignments was shared with Board Members. Staff will be working on short and long term goals in three (3) areas: The Big Picture, School Design and Facilities and Curriculum.

Todd Adkins offered to answer any questions about the financial reports mailed to Board Members prior to the meeting:

- Revised Budget for Akron Digital Academy for FY 2010, as of 4/28/10
- Budget vs. Actual Results for Akron Digital Academy for FY 2010, as of 4/28/10
- Revised Five Year Forecast for Fiscal Years Ended June 30, 2007 through 2009, Actual and the Fiscal Years Ending June 30, 2010 through 2014, Forecasted
- Treasurer's Reports for January 2010 through March 2010.

Fred Lewis presented the Financial Key Performance Indicators (KPI) Results for July 1, 2009 through April 28, 2010 (attached) and the Proposed Operating Budget for FY11.

As of May 1, 2010, Fred Lewis has assumed responsibility for Human Resources at ADA.

## Minutes of the May 6, 2010 ADA Board of Directors Meeting

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

1. Authorization for Akron Public Schools Service Agreement payment of \$231,250.00 (4th and final payment for FY 2010).
2. Approval of the revised budget for Akron Digital Academy for FY 2010 as of April 28, 2010. (Attachment A)
3. Approval of the Budget vs. Actual Results for Akron Digital Academy for FY 2010 as of April 28, 2010. (Attachment B)
4. Approval of the revised Five Year Forecast for the Fiscal Years Ended June 30, 2007 through 2009, Actual and the Fiscal Years Ending June 30, 2010 through 2014, Forecasted. (Attachment C)
5. Approval of the Treasurer's Reports for January 2010 – March 2010. (Attachment D)
6. Approval of the 2010-2011 Budget.
7. Approval of the following purchase orders:
  1. PO # 2557 Metro Regional Transit Authority for \$7,500.00 for bus passes.
  2. PO # 2561 Multiple Vendor for \$47,500.00 for supplemental educational services. This purchase order was subsequently canceled.
  3. PO # 2562 Multiple Vendor for \$100,750.00 for supplemental educational services.
  4. PO # 2557 Metro Regional Transit Authority for \$10,000.00 for bus passes.
  5. PO # 2596 Akron Public Schools for \$10,800.15 for tuition for Summit County Juvenile Court Detention Center classes for first semester of 2009-2010.
  6. PO # 2605 Apple for \$8,508.00 for a 10 pack of iPads and accessories.
  7. PO # 2611 RNR Consulting for \$44,225.00 for information technology and needs assessment and strategic plan.
  8. PO # 2614 Multiple Vendor for \$15,000.00 for supplemental educational services.
  9. PO # 2620 Cynthia Simmons for \$8,401.05 for consultant to work with Scantron data to identify the needs of our population in reading and math and design interventions specific to the population.

### **New Business**

ADA staff members gave brief departmental updates: (complete presentations attached).

- School Improvement Coach –Edward Pfeiffer reported that the School Improvement Competitive Grant (SIG) application was successfully filed. The application was a product of a true team effort by the entire Senior Staff. ADA successfully completed their first Title 1 audit.
- Child Study – Donna Ryckman reported 950 students were assessed in mathematics, reading and language arts through the Scantron testing program. The Child Study Department underwent a Program Audit Compliance Tracking System (PACTS) review March 28-30, 2010. Findings from the review should be available in 60-90 days. Mrs. Cynthia Simmons has been re-employed for 2010-2011 school year as a Graduation Coach.
- High School Program – LaShawn Terrell reported High School Graduation will be held on June 8, 2010 at Akron North High School at 7:00 p.m. Marco Sommerville will be the commencement speaker. ADA hopes to open a new site August 1, 2010 for the Paths Program for learners ages 17 to 22. The program will include life skills components such as budgeting, resume' workshops, job readiness and computer skills.

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- K-8 Program – Barbara Meacham noted enrollment in the K-8 program has increased by 27% since September. Staff will be added in 2010-2011 for math and reading intervention and more direct instruction in social studies and science. A graduation ceremony for 59 eighth graders will be held on June 3, 2010 at Goodyear Metropolitan Park. Participation in parental involvement activities has averaged 42% this year.
- Operations – William Romano updated the day-to-day operations of ADA which included technology (RNR Consultants are reviewing technology equipment, staffing and needs), curriculum (a committee has developed instruments to evaluate present software and have completed the first round of review), facilities (upgrading band width), and projections and studies (continued study of retention rates and ADA performance and demographics vs. other Ohio virtual schools).
- Pupil Services – Jon Swires distributed statistics about the Weekly Correlation of Home visits with Attendance Letters 4 and 5. Home visits are making an impact on student attendance. Jon also discussed the Teenage Parent Program and the Young Parents Club offered by Greenleaf Family Center.

### Old Business

Nothing reported

### Questions from Board Members:

- 1. When does the Akron Public Schools receive Service Agreement payments?**  
(A payment is authorized at each Board of Director's meeting.)
- 2. The FY11 ADA Budget is for \$6.1 million. Will all of the money be expended?**  
(Yes.)
- 3. What is the amount of the carry-over from the FY10 ADA budget?**  
(The carry-over amount is approximately \$1.8 million. The surplus is needed to upgrade ADA technology and as a hedge against possible cuts in funding from the State of Ohio.)
- 4. How is the amount for Service Agreement Payments determined?**  
(There are several variables to determine the amount: the Ohio Revised Code states 3%; the Contract between APS and ADA indicates up to \$200 per student; the size of the ADA budget.)

Upon a motion duly made and seconded, the meeting adjourned at 4:50 p.m.

Respectfully submitted,

Catherine E. Hunt, Secretary

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Fredric W. Schuett  
Executive Director  
Akron Digital Academy