

**Minutes of the September 10, 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 September 10, 2009 at the Akron Board of Education, Akron, Ohio.

In Attendance: Connie Hathorn, Gerald Holland, David James, Ellen McWilliams, Fredric Schuett, Fred Tolbert; Todd Adkins, Treasurer; Cathy Hunt, Secretary.

Absent: Jason Haas, APS Board of Education Liaison

Excused: Laraine Duncan

The meeting was called to order at 4:00 p.m.

The minutes of the Board Meeting of June 25, 2009 were unanimously approved.

ADA Executive Director Comments included:

- Expressed appreciation to David James, Connie Hathorn and Ellen McWilliams for their continued support of Akron Digital Academy. APS resources have been made available for ADA use. Liaisons in all APS Departments have been a great help to ADA.
- Expressed appreciation to Todd Adkins and Fred Lewis for their efforts in aligning the ADA budgeting process with APS guidelines.
- Expressed appreciation to all ADA Department Heads for their efforts in assuming new responsibilities and assisting with the reorganization of ADA.
- The change in high school lab location from Dayton Street to Easter Avenue was due to problems with technology. Easter Avenue is not an additional site.
- Senior Staff has identified organizational indicators to be reported at regular intervals to better monitor operation of ADA.

Todd Adkins presented the Treasurer's Report for the months of July 2009 through September 2009 (attached). The reports were unanimously accepted as presented.

Todd Adkins presented the current 2009-2010 Budget. There will be a change in federal funds in FY11. The budget includes \$700,000 in Stimulus Funds for a two-year period. Messrs. Adkins and Lewis continue to monitor the budget and utilization of Stimulus Funds.

Upon a motion duly made and seconded, the Board unanimously approved a Five-Year Budget Forecast for Fiscal Years Ended June 30, 2007 through 2009, Actual and the Fiscal Years Ending June 30, 2010 through 2014, Forecasted (attached).

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

- Item 1            Pursuant to procedures set forth in *Procedures and Guidance for Ohio Educational Agencies Serving Children With Disabilities* at 6.7, Specific Learning Disabilities, I recommend we adopt, in their entirety, the Ohio Department of Education Model

## Minutes of the September 10, 2009 ADA Board of Directors Meeting

---

Special Education Policies and Procedures as the model/procedures for the Child Study Department at Akron Digital Academy.

- Item 2 I wish to recommend authorization to enter into a lease agreement with First Apostolic Faith Church.
- Item 3 I wish to recommend authorization to enter into a 39-month lease agreement with ComDoc for six (6) copiers at the cost of \$2066.00 per month. The agreement includes a buyout of the ADA IKON copier lease. Equipment, training and supplies are included in the monthly cost.
- Item 4 I wish to recommend authorization for Akron Public Schools Service Agreement payment of \$231,250.00 (2<sup>nd</sup> payment for FY0 2010).
- Item 5 I wish to recommend the following purchase orders:
1. PO # 2388 Summit County ESC for \$6,000.00 for cost of SST to help develop OIP plan
  2. PO # 2389 Achieve 3000 for \$14,800.00 for software
  3. PO # 2390 ALEKS for \$10,000.00 for software
  4. PO # 2392 Study Island for \$10,833.00 for software
  5. PO # 2393 Metro Regional Transit Authority for \$10,000.00 for bus passes
  6. PO # 2394 Akron Public Schools for \$87,390.66 for summer school personnel
  7. PO # 2400 Akron Public Schools for \$925,000.00 for management services outlined in the service contract
  8. PO # 2405 Pitney Bowes for \$10,000.00 for postage for the school year
  9. PO # 2406 Config.com for \$27,000.00 for internet services for the school year
  10. PO # 2409 Louis Biasiotta for \$5,000.00 for software support hours
  11. PO # 2411 for IKON Financial Services for \$21,500.00 for copier lease payments for 3 contracts
  12. PO # 2412 NuThought for \$30,000.00 for tech support/network consultation
  13. PO # 2413 OfficeMax Contract for \$10,000.00 for instructional supplies for the school year
  14. PO # 2416 Barbara Shyjka for \$16,000.00 for janitorial services for the school year
  15. PO # 2417 Daniel Sarver dba AA Action Electric for \$11,000.00 for repairs/maintenance services for care and upkeep of buildings for the school year
  16. PO # 2418 Aqua Pure for \$5,700.00 for water/service for the school year
  17. PO # 2421 Ampco System Parking for \$10,500.00 for monthly parking spaces rental fee for the school year
  18. PO # 2423 Crossroads Management Company for \$10,000.00 for janitorial services for the school year
  19. PO # 2424 Mary Taylor CPA Auditor of State for \$10,000.00 for audit services for audit of FY 2009
  20. PO # 2425 Akron Public Schools for \$300,000.00 for reimbursement of salaries/fringes

## Minutes of the September 10, 2009 ADA Board of Directors Meeting

---

21. PO # 2434 Akron Public Schools for \$9,716.49 for days for ADA students at Summit County Juvenile Court Detention Center for 2nd semester 2008-2009
22. PO # 2440 Open Systems of Cleveland for \$6,871.32 for Cisco catalyst switch for intranet backbone – 24 ports
23. PO # 2443 Compass Learning for \$8,925.00 for software site license
24. PO # 2444 Odyssey Ware for \$120,000.00 software licenses
25. PO # 2445 Goodyear Heights United Methodist Church for \$18,000.00 for lease of space for the school year
26. PO # 2449 First Apostolic Faith Church for \$23,500.00 for lease of premises for title lab for the school year
27. PO # 2454 Open Systems of Cleveland for \$15,870.30 for 30 laptops
28. PO # 2459 ZAYO Enterprise Networks for \$85,026.15 for voice and internet services and phone equipment
29. Change order to PO # 2417 Daniel Sarver dba AA Action Electric for \$6,000.00 for additional repairs/maintenance services for the school year

### Under New Business:

- David James offered assistance in meeting with Jobs and Family Services if the issue of ADA student eligibility resurfaces.
- ADA staff members gave brief presentations about departmental responsibilities:
  - Business Affairs – Fred Lewis is pursuing E-rate funding to request 90% discount for telecommunication and Internet services. The application is in the 4<sup>th</sup> stage of review status.
  - Child Study – Donna Ryckman reported all special education teachers have been trained in use of new IEP form; the transition of students will be a special education target area this year.
  - High School Program – LaShawn Terrell provided enrollment and withdrawal statistics for high school orientation and labs; increased parental involvement is part of the SIP (School Improvement Plan); first round of Scantron has been completed to prepare for OGT testing.
  - K-8 Program – Barbara Meacham noted increased parental involvement is a goal and plans to initiate webpage for parental training; ADA grade scale will align with APS scale; staff is working on the transition of eighth graders to ninth grade.
  - Operations – William Romano reported evaluation system for staff is in process; SQL server has been installed and design for intranet web access will begin after testing is complete; content management system has been installed for use in staff information and development of course ware.; formalized study of curriculum needs and evaluation of new curriculum has been initiated; marketing/quality control person has been hired to implement marketing plan.
  - Pupil Services – Jon Swires distributed information pertaining to Red Flags Depression Awareness and Intervention Program; ADA staff has received Red Flags training; department is networking with community resources regarding student homelessness; initiating child care services for students with children.
  - School Improvement Coach – Edward Pfeiffer shared ADA School Improvement Plan (attached).

## Minutes of the September 10, 2009 ADA Board of Directors Meeting

---

### Questions from Board Members:

1. Is AA Action Electric, listed in Item 29 of Executive Director's Recommendations, a union company?  
(ADA will inquire; ADA will be mindful of union representation in contracting for services).
2. What is the purpose of Scantron testing?  
(Testing students through Scantron provides strand data so teachers can zero in on skills needed by each student. It is a tool to provide individualized help for students).
3. Why would parents enroll K-5 students at ADA? Is the program suitable for that age range?  
(ADA provides curriculum and support for parents who want to home school. Parents also seek an alternative because of bullying, academic and child personality issues.)
4. How much input do teachers provide to ADA programs?  
(Teachers are very involved. Thirty-one teachers are involved in the SIP process).

Meeting adjourned at 4:39 p.m.

Respectfully submitted:

Catherine E. Hunt