

# TRECA Digital Academy

## REGULAR MEETING MINUTES

April 14, 2018 @ 9:00 a.m.

Board Room, META Solutions Building

### Board of Directors present for the meeting:

Jim Craycraft  
Fran Voll  
Kate Fisher  
Jeremy Dunn  
Ray Funk

### Board of Directors absent for the meeting:

N/A

### Meeting Participants

Adam Clark – Executive Director of TRECA Digital Academy  
Jessica Wake – Treasurer of TRECA Digital Academy

### Agenda & other items of concern

- A. “RESOLVED, that the Board of Directors approves the minutes from the March 14, 2018 regular meeting as submitted.”**

Fran Voll moved to approve item 6A, Jeremy Dunn seconded the motion

Ayes: Fran Voll, Jim Craycraft, Kate Fisher, Jeremy Dunn, Ray Funk  
Nays: None

Jim Craycraft declared the motion approved.

- B. Ethics & Sunshine Law Training**

Annual training of the Board of Directors and administration at TRECA Digital Academy on Ohio Ethics and Sunshine law requirements. Training provided by Amy Goodson Co. LLC.

### Fiscal Officer Report

- A. “RESOLVED, that the Board of Directors approve of the Fiscal Officer report as submitted.”**

Fran Voll moved to approve item 7A. Kate Fisher seconded the motion

Ayes: Fran Voll, Jim Craycraft, Jeremy Dunn, Kate Fisher, Ray Funk  
Nays: None

Jim Craycraft declared the motion approved.

### **Executive Director's Report and Recommendations**

- A. "RESOLVED, that the Board of Directors approves the submitted list of TDA students that have fulfilled all graduation requirements and await receipt of their diploma."**

Fran Voll moved to approve item 8A, Jim Craycraft seconded the motion

Ayes: Jim Craycraft, Fran Voll, Kate Fisher, Jeremy Dunn, Ray Funk

Nays: None

Jim Craycraft declared the motion approved.

- B. "RESOLVED, that at the recommendation of the Executive Director, the Board of Directors approve the following personnel action item(s).**

- **Resignation of Angela Vickers as Intervention Specialist, effective March 6, 2018.**
- **Retirement of Mark Griffiths as Help Desk Specialist, effective May 31, 2018.**
- **Hire of Robyn Buchanan as Intervention Specialist, effective March 21, 2018.**
- **Hire of Lindsey Kirts as Advisor, effective March 15, 2018.**
- **Hire of Toni Cornwell-Fisher as SAFE Specialist, effective March 1, 2018."**

Ray Funk moved to approve item 8B, Jeremy Dunn seconded the motion

Ayes: Fran Voll, Jim Craycraft, Kate Fisher, Jeremy Dunn, Ray Funk

Nays: None

Jim Craycraft declared the motion approved.

- C. "RESOLVED, that the Board of Directors approves the purchases submitted at the recommendation of the Executive Director."**

- **Day Ketterer (GRADS Coalition) - \$6,945.00**
- **Jostens - \$5,638.50**
- **Dreambox Learning - \$7,000.00**
- **Frontline HRMS - \$20,200.00**

Ray Funk moved to approve item 8C. Jeremy Dunn seconded the motion

Ayes: Fran Voll, Jim Craycraft, Kate Fisher, Jeremy Dunn, Ray Funk

Nays: None

Jim Craycraft declared the motion approved.

- D. "Resolved, that the Board of Directors approves the Board Meeting Notification**

**policy as submitted.”**

Jim Craycraft moved to approve item 8D. Kate Fisher seconded the motion

Ayes: Fran Voll, Jim Craycraft, Kate Fisher, Jeremy Dunn, Ray Funk

Nays: None

Jim Craycraft declared the motion approved.

**E. “RESOLVED, that the Board of Directors approves the school Public Participation Policy as submitted.”**

Jeremy Dunn moved to approve item 8E. Kate Fisher seconded the motion

Ayes: Fran Voll, Jim Craycraft, Kate Fisher, Jeremy Dunn, Ray Funk

Nays: None

Jim Craycraft declared the motion approved.

**F. “RESOLVED, that the Board of Directors approves the Board Member Attendance Policy as submitted.”**

Kate Fisher moved to approve item 8F. Fran Voll seconded the motion

Ayes: Fran Voll, Jim Craycraft, Kate Fisher, Jeremy Dunn, Ray Funk

Nays: None

Jim Craycraft declared the motion approved.

**G. “Resolution to approve the recommended Media & Public Relations Policy was tabled, pending further clarification from legal counsel on the process for the board’s designation of a spokesperson.”**

**H. Discussion Items**

- **Executive Director, Adam Clark, provided an update to the board of directors on other potential office locations in the Marion area.**

**Executive Session (If Needed)**

N/A

**Sponsor Report & Feedback**

N/A

**Adjourn**

Fran Voll moved to adjourn the regular meeting.  
Kate Fisher seconded the motion.

Motion declared and meeting adjourned 11:43 a.m.

**The next meeting of the TRECA Digital Academy Board of Directors will be May 9th at 9:00 a.m. at the META Solutions building TRECA board room.**