

# TRECA Digital Academy

## REGULAR MEETING MINUTES

July 11, 2018 @ 9:00 a.m.

Board Room, META Solutions Building

### Board of Directors present for the meeting:

Fran Voll (Vice President)  
Kate Fisher  
Jeremy Dunn

### Board of Directors absent for the meeting:

Jim Craycraft (President)  
Ray Funk

### Meeting Participants

Adam Clark – Executive Director of TRECA Digital Academy  
Jessica Wake – Treasurer of TRECA Digital Academy  
Larry Hlickman – Sponsor Representative

### Agenda & other items of concern

- A. **“RESOLVED, that the Board of Directors approves the minutes from the June 13, 2018 regular meeting as submitted.”**

Jeremy Dunn moved to approve item 18.07.6A, Kate Fisher seconded the motion

Ayes: Fran Voll, Kate Fisher, Jeremy Dunn  
Nays: None

Fran Voll declared the motion approved.

### Fiscal Officer Report and Recommendations

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

Kate Fisher moved to approve item 18.07.7A, Jeremy Dunn seconded the motion

Ayes: Fran Voll, Kate Fisher, Jeremy Dunn  
Nays: None

Fran Voll declared the motion approved.

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

- A. "RESOLVED, that the Board of Directors approves the submitted list of seniors for graduation, subject to their meeting all school and state requirements."**

Jeremy Dunn moved to approve item 18.07.8A. Kate Fisher seconded the motion

Ayes: Fran Voll, Kate Fisher, Jeremy Dunn

Nays: None

Fran Voll declared the motion approved.

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

- **Transfer of Amanda Johnson to the position of Teacher, effective August 8, 2018.**
- **Hire of Lauren Lavy to the position of Intervention Specialist, effective August 8, 2018.**
- **Resignation of Ashley Butler as Intervention Specialist, effective June 25, 2018.**
- **Resignation of Jessica Zavatsky as School Counselor, effective July 5, 2018.**
- **Stipend for Jane Baldwin as K-6 Lead Teacher, effective August 8, 2018.**

Jeremy Dunn moved to approve item 18.07.8B, Kate Fisher seconded the motion

Ayes: Fran Voll, Kate Fisher, Jeremy Dunn

Nays: None

Fran Voll declared the motion approved.

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

### **General Fund**

- **Strategic Solutions (SCView) - \$5,995**
- **Elingsen & Associates - \$10,000**
- **eTherapy - \$10,000**
- **K-12 Therapy - \$12,000**
- **TherapySource - \$25,000**
- **META Solutions (LightSpeed Relay Licenses) - \$18,000**
- **Houghton Mifflin Harcourt - \$16,000**

### **Federal Fund**

- **Why Try Training - \$16,000**

Jeremy Dunn moved to approve item 18.07.8C. Kate Fisher seconded the motion

Ayes: Fran Voll, Kate Fisher, Jeremy Dunn

Nays: None

Fran Voll declared the motion approved.

**D. “RESOLVED, that at the recommendation of the Executive Director, the Board of Directors have reviewed and approve of the policies as submitted**

- **Admissions & Enrollment Policy**
- **Homeless Student Policy**
- **Missing Child Policy**
- **Academic Prevention & Intervention Policy**
- **Section 504 of ADA Policy**
- **Suspension & Expulsion Policy**
- **Parental Involvement & Right to Know Policy**
- **Student Records Policy**
- **Technology & Internet Use Policy**
- **Early Entrance Age Policy**
- **Student Code of Conduct**
- **Promotion & Retention Policy**
- **College Credit Plus Probation & Dismissal Appeals Policy.”**

Kate Fisher moved to approve item 18.07.8D. Jeremy Dunn seconded the motion

Ayes: Fran Voll, Kate Fisher, Jeremy Dunn

Nays: None

Fran Voll declared the motion approved.

**E. “RESOLVED, that the Board of Directors approve the revised Student Handbook for the 2018-2019 school year as submitted.”**

Jeremy Dunn moved to approve item 18.07.8E. Kate Fisher seconded the motion

Ayes: Fran Voll, Kate Fisher, Jeremy Dunn

Nays: None

Fran Voll declared the motion approved.

**F. “RESOLVED, that at the recommendation of the Executive Director, the Board of Directors approves the attached instructional service agreements for the 2018-2019 school year between TRECA Digital Academy and the following:**

- **Findlay Digital Academy**
- **Firelands Local Schools**
- **Lakewood Community School**
- **Wellington Exempted Village Schools**

Kate Fisher moved to approve item 18.07.8F. Jeremy Dunn seconded the motion

Ayes: Fran Voll, Kate Fisher, Jeremy Dunn

Nays: None

Fran Voll declared the motion approved.

- G. “RESOLVED, that the Board of Directors approve the service agreement with Ron Stewart & Associates LLC for the 2019 fiscal year as submitted.”**

Fran Voll moved to approve item 18.07.8G. Kate Fisher seconded the motion

Ayes: Fran Voll, Kate Fisher, Jeremy Dunn

Nays: None

Fran Voll declared the motion approved.

- H. “RESOLVED, that the Board of Directors approve the InfoHandler.com subscription and ezEdMED service agreement as submitted.”**

Kate Fisher moved to approve item 18.07.8H. Jeremy Dunn seconded the motion

Ayes: Fran Voll, Kate Fisher, Jeremy Dunn

Nays: None

Fran Voll declared the motion approved.

- I. “RESOLVED, that the board of directors approve the Mitel VOIP Service Agreement as submitted.”**

Jeremy Dunn moved to approve item 18.07.8I. Kate Fisher seconded the motion

Ayes: Fran Voll, Kate Fisher, Jeremy Dunn

Nays: None

Fran Voll declared the motion approved.

**J. Discussion Items**

- Marion Office Location – TRECA is currently leasing space in Marion for space in the META Solutions building. This lease is in place through June 30, 2019. It was discussed about the need to actively explore possible office locations in the coming months, to ensure that adequate time is available for possible renovations at a new location. Adam Clark shared that a group of staff will be reviewing an office location in downtown Marion in the coming weeks.
- META FY16 & FY17 Clawback – Adam Clark shared the current status of the settlement negotiations with META Solutions.

**Sponsor Report & Feedback**

Larry Hickman addressed the board of directors on behalf of the school sponsor, Tri-Rivers Career Center. He shared that the sponsor evaluation process was wrapping up for the school year, and applauded the work done by the sponsor and school staff to submit all necessary paperwork and documentation by the established deadlines. Mr. Hickman also shared work Tri-Rivers has done in the past year to support the development of Career Technical Programs at another Ohio virtual school. He believes this is an area that Tri-Rivers could assist TRECA, as it implements its own

programming for FY19.

## **Executive Session**

Jeremy Dunn moved to enter executive session for the purpose of:

- \_X\_1. In accordance with ORC 121.22G1 – The appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual.
- \_2. In accordance with ORC 121.22G2 – The purchase of property for public purposes, or for the sale of property at competitive bidding.
- \_X\_3. In accordance with ORC 121.22G3 - Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action;
- \_4. In accordance with ORC121.22G4– Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation.
- \_5. In accordance with ORC 121.22G5 – Matters required to be kept confidential by federal law or regulations or state statutes.
- \_6. In accordance with ORC 121.22G6 – Details relative to the security arrangements and emergency response protocols for a public body or a public office.

Fran Voll seconded the motion

Ayes: Fran Voll, Kate Fisher, Jeremy Dunn

Nays: None

The Board entered into executive session at 10:24am.

Fran Voll declared the meeting back in regular session at 11:28am.

## **Adjourn**

Fran Voll moved to adjourn the regular meeting.

Kate Fisher seconded the motion.

Motion declared and meeting adjourned 11:29 a.m.

**The next Regular meeting of the TRECA Digital Academy Board of Directors will be July 11th at 9:00 a.m. at the META Solutions building TRECA board room.**