

Agenda Item 2019.11.6A – November, 2019

TRECA Digital Academy

REGULAR MEETING MINUTES

October 9, 2019 @ 9:00 a.m.

107 N Main Board Room, TRECA Headquarters

Board of Directors present for the meeting:

Jim Craycraft (President)
Fran Voll (Vice President)
Ray Funk
Kate Fisher
Jeremy Dunn (*left meeting at 9:45am*)

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
Chuck Speelman – Sponsor Representative
Tad Douce – Sponsor Representative

Agenda & Other Items of concern

- A. “RESOLVED, that the Board of Directors approves the minutes from the September 11, 2019 regular meeting as submitted.”**

Jim Craycraft moved to approve item 2019.10.6A, Fran Voll seconded the motion

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

Jim Craycraft declared the motion approved.

Fiscal Officer Report and Recommendations

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

Fran Voll moved to approve item 2019.10.7A, Kate Fisher seconded the motion

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

Jim Craycraft declared the motion approved.

- B. “RESOLVED, that the Board of Directors approve the FY20 Budget and Five-Year Forecast as presented.”**

Ray Funk moved to approve item 2019.10.7B, Fran Voll seconded the motion

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

Jim Craycraft declared the motion approved.

- C. **“WHEREAS, the leadership of TRECA Digital Academy (“TDA”) has been working with its former operator, Metropolitan Education Technology Association (“META”) and the Ohio Department of Education, to address outstanding fund balances from fiscal year 2017, and**

THEREFORE BE IT RESOLVED, that the Board of Directors of TDA hereby authorize settlement with META for payment of \$50,000 for services rendered during the FY17 school year.”

Ray Funk moved to approve item 2019.10.7C, Kate Fisher seconded the motion

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

Jim Craycraft declared the motion approved.

- D. **“RESOLVED, that the Board of Directors authorizes the fiscal officer to complete the following fund to fund transfers pursuant to guidance received from the Ohio Department of Education External Monitoring**

- **\$152,732.97 from 572 9017 to 001**
- **\$3,888.53 from 590 9017 to 001.”**

Jim Craycraft moved to approve item 2019.10.7D, Kate Fisher seconded the motion

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

Jim Craycraft declared the motion approved.

- E. **“RESOLVED, that the Board of Directors authorizes the fiscal officer to remit payment of \$6,205.76 to the Ohio Department of Education pursuant to guidance received from the Ohio Department of Education External Monitoring.”**

Jim Craycraft moved to approve item 2019.10.7E, Fran Voll seconded the motion

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

Jim Craycraft declared the motion approved.

- F. **“RESOLVED, that the Board of Directors approve the revised Fiscal Internal Controls Policy as presented.”**

Fran Voll moved to approve item 2019.10.7F, Kate Fisher seconded the motion

Ayes: Ray Funk, Fran Voll, Kate Fisher, Jim Craycraft
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 seniors for graduation, subject to their meeting all school and state requirements."**

Fran Voll moved to approve item 2019.10.8A. Jim Craycraft seconded the motion

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

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).**

- **Hire of Deona Allen to the position of Induction Specialist, effective September 19, 2019.**
- **Hire of Amy Bull to the position of Instructional Coach, effective October 8, 2019.**
- **Hire of Michael Patrick to the position of Intervention Specialist, effective October 8, 2019.**
- **Promotion of Tarah Hoy to the position of Advisor, effective September 19, 2019.**
- **Promotion of Kristina McLaughlin to the position of Assistant Director of Curriculum & CTE, effective September 19, 2019.**
- **Promotion of Stephanie Westendorf to the position of School Improvement Coordinator, effective September 19, 2019.**
- **Resignation of Kristen Brandeberry from the position of Intervention Specialist, effective September 30, 2019.**
- **Resignation of Peggy Loomis as Induction Specialist, effective October 25, 2019."**

Ray Funk moved to approve item 2019.10.8B. Kate Fisher seconded the motion

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

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**

- **All Ohio Counselors Conference Sponsorship - \$5,000.00**
- **Desire2Learn (BrightSpace LMS) - \$10,086.92**
- **Tableau Software - \$10,680.00"**

Ray Funk moved to approve item 2019.10.8C. Fran Voll seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

D. “RESOLVED, that as the recommendation of the Executive Director, the Board of Directors approves the attached instructional service agreements for the 2019-2020 school year between TRECA Digital Academy and the following.

- **Cardington-Lincoln Local Schools”**

Jim Craycraft moved to approve item 2019.10.8D. Kate Fisher seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

E. Discussion Items

- Executive Director, Adam Clark, addressed the board to share that 42 address changes have been reported and processed over the last month among enrolled students. The residency verification process continues on a regular basis to support the collection of up-to-date and accurate enrollment information from students and families.

Sponsor Report & Feedback

Chuck Speelman reported to the board as the sponsor representative. He shared that Tri-Rivers was able to assist with the preparation and sale of the mobile learning units that TRECA auctioned in the last month. He also provided the board with the preliminary results of the 2018-2019 sponsor evaluation, of which Tri-Rivers anticipates receiving an Effective rating. Finally, he shared that Tri-Rivers has begun collaborating with similar sponsors, to coordinate professional development opportunities for their schools. This included the session Tri-Rivers recently hosted for Dropout Prevention and Recovery schools, which TRECA personnel attended. He hopes to provide additional opportunities to TRECA staff in the future.

Adjourn

Ray Funk moved to adjourn the regular meeting.

Kate Fisher seconded the motion.

Motion declared and meeting adjourned 10:24 am.

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The next Regular meeting of the TRECA Digital Academy Board of Directors will be November 13th at 9:00 a.m. at the TRECA building (107 N. Main St.).