

**Agenda Item 2020.06.6A – June 2020**

**TRECA Digital Academy**

**REGULAR MEETING MINUTES**

May 20, 2020 @ 9:00 a.m.

Virtual Meeting

**Board of Directors present for the meeting:**

Jim Craycraft  
Kate Fisher (President)  
Jeremy Dunn (Vice President)  
Fran Voll  
Ray Funk

**Board of Directors absent for the meeting:**

**Meeting Participants**

Adam Clark – Executive Director of TRECA Digital Academy  
Jessica Wake – Treasurer of TRECA Digital Academy  
Tad Douce – Sponsor Representative  
Amy Goodson – Legal Counsel (left at 9:41am)

**Agenda & Other Items of concern**

**A. “RESOLVED, that the Board of Directors approves the minutes from the March 18, 2020 Regular meeting as submitted.”**

Jeremy Dunn moved to approve item 2020.05.6A, Jim Craycraft seconded the motion

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

Kate Fisher 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 and Recommendations**

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

Fran Voll moved to approve item 2020.05.7A, Ray Funk seconded the motion

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

Kate Fisher declared the motion approved.

**B. “RESOLVED, that the Board of Directors approve of the Five-Year Forecast as prepared by the treasurer.”**

Fran Voll moved to approve item 2020.05.7B, Ray Funk seconded the motion.

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

Kate Fisher declared the motion approved.

**C. “RESOLVED, that the Board of Directors approve the health, dental, vision and life insurance packages as presented.**

**BE IT FURTHER RESOLVED, that the Board of Directors renew a Section 125 Flexible Fringe Benefits Plan for employees of TRECA Digital Academy, to be effective July 1, 2020.”**

Kate Fisher moved to approve item 2020.05.7C, Jim Craycraft seconded the motion.

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

Kate Fisher declared the motion approved.

**D. “RESOLVED, that the Board of Directors renew a Section 125 Flexible Fringe Benefits Plan for employees of TRECA Digital Academy, to be effective July 1, 2020.”**

Jeremy Dunn moved to approve item 2020.05.7D, Jim Craycraft seconded the motion.

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

Kate Fisher declared the motion approved.

**E. “RESOLVED, that the Board of Directors approve Liability Insurance plan with SORSA from July 1, 2020 through July 1, 2021, as presented.”**

Fran Voll moved to approve item 2020.05.7E, Jeremy Dunn seconded the motion.

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

Kate Fisher 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 2020.05.8A. Fran Voll seconded the motion

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

Kate Fisher 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 Cody Pinnick to the position of Help Desk Specialist, effective April 6, 2020.
- Stipend for Michael Patrick, Julie McNamara, Kara Gogolek, and Lauren Lavy for summer IEP writing.
- Stipend for each mentor participating in the Resident Educator Program; Lisa Adkins and Daniel Daily.
- Stipend for Taali Monnin as ELL Support, effective July 1, 2020.
- Stipend for Jane Baldwin as K-3 Teacher Leader, effective July 1, 2020.
- Stipend for Mandy Pichiotino as Check & Connect Coordinator, effective July 1, 2020.
- Stipend for Mark Miller as Math Teacher Leader, effective July 1, 2020.
- Stipend for Lisa Adkins as English Teacher Leader, effective July 1, 2020.
- Stipend for Belynda Schuman as Grades 4-6 Teacher Leader, effective July 1, 2020.
- Stipend for Daniel Daily as Social Studies Teacher Leader, effective July 1, 2020.
- Stipend for Chad Ruhe as Science Teacher Leader, effective July 1, 2020.
- Stipend for Sarah Gilliam as Middle School Teacher Leader, effective July 1, 2020.”

Ray Funk moved to approve item 2020.05.8B. Jeremy Dunn seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

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

- NewsELA - \$35,500.00
- Edmentum - \$439,067.00
- Learn Zillion - \$8,550.00
- VectrTek - \$1,680.00
- Edgenuity - \$50,500.00
- CDW-G - \$289,490.00
- Tableau - \$6,352.00”

Kate Fisher moved to approve item 2020.05.8C. Jim Craycraft seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**D. “RESOLVED, that the Board of Directors approves the Reading Improvement Plan as submitted”**

Jeremy Dunn moved to approve item 2020.05.8D. Jim Craycraft seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**E. “RESOLVED, that at the recommendation of the Executive Director, the Board of Directors approves the attached instructional service agreements for the 2020-2021 school year between TRECA Digital Academy and the following:**

- **Allen East Local Schools**
- **Tri-Rivers Career Center**
- **Wellington Exempted Village School District**
- **Worthington City Schools”**

Kate Fisher moved to approve item 2020.03.8E. Ray Funk seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**F. “RESOLVED, that at the recommendation of the Executive Director, the Board of Directors approves the attached related service agreements as presented.**

- **Therapy Connection**
- **Therapy Source**
- **e-Therapy**
- **K-12 Therapy”**

Jim Craycraft moved to approve item 2020.05.8F. Jeremy Dunn seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**G. “RESOLVED, that the Board of Directors approve the service agreements with META Solutions for the 2020-2021 school year, as presented, to be paid in full, upfront, for a discounted rate.”**

Jeremy Dunn moved to approve item 2020.05.8G. Jim Craycraft seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**H. “RESOLVED, that the Board of Directors approve the professional development services agreement with Literacy Consultant Lori Oczkus, as presented.”**

Jim Craycraft moved to approve item 2020.05.8H. Kate Fisher seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**I. “RESOLVED, that the Board of Directors adopt the policy revisions as presented.**

- **Scheduling & Compensation Policy”**

Jeremy Dunn moved to approve item 2020.05.8I. Ray Funk seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**A. Discussion Items**

- Executive Director, Adam Clark, addressed the board to share that 17 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**

Tad Douce addressed the Board, by sharing that Tri-Rivers conducted its Spring site visit on March 9<sup>th</sup>. Mr. Douce commended TRECA leadership on their efforts to work with Tri-Rivers. A report to the board will be provided with official recommendations and notes from the site visit.

**Adjourn**

Jim Craycraft motioned to adjourn the meeting.

Ray Funk seconded the motion.

Motion declared and meeting adjourned am.10:57am

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