

**TRECA Digital Academy**

**REGULAR MEETING MINUTES**

April 21, 2021 @ 9:00 a.m.

Virtual Meeting

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

Kate Fisher (President)  
Fran Voll  
Ray Funk  
Jim Craycraft (Vice President)  
Vaughn Sizemore

**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  
Tammi Cowell – Sponsor Representative

**Agenda & Other Items of concern**

**A. “RESOLVED, that the Board of Directors approves the minutes from the March 17, 2021 regular meeting as submitted.”**

Fran Voll moved to approve item 2021.04.6A, Kate Fisher seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**B. 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 2021.04.7A, Jim Craycraft seconded the motion

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

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.”**

Kate Fisher moved to approve item 2021.04.8A. Jim Craycraft seconded the motion

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

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 items.**

- **Resignation of Brittany Rutter as HR Coordinator, effective April 1, 2021.**
- **Resignation of Rachael Minadeo as Instructional Advisor, effective April 15, 2021.**
- **Stipend for each mentor participating in the Resident Educator Program; Lisa Adkins, Jane Baldwin and Daniel Daily.”**

Fran Voll moved to approve item 2021.04.8B. Ray Funk seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**C. “RESOLVED, that the Board of Directors approves the agreements with META Solutions for fiscal year 2022 as presented.”**

Vaughn Sizemore moved to approve item 2021.04.8C. Ray Funk seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**Discussion Items**

Executive Director, Adam Clark, updated the board on the status of the student address verification process. Families are able to report any address changes by contacting the attendance officer at any time, or by submitting a change within the Evolve Parent Portal. Doing either, will then require that new proof of residency documentation be submitted to verify the address. In the last month, thirty-seven changes had been submitted.

**Executive Session**

Kate Fisher moved to enter executive session for the purpose of:

“In accordance with ORC 121.22G1, the employment and compensation of a public employee or official.”

Jim Craycraft seconded the motion.

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

Nays: None

The Board of Directors entered executive session at 10:03am.  
Kate Fisher declared the meeting back in regular session at 10:28am.

**Adjourn**

Ray Funk motioned to adjourn the meeting.  
Jim Craycraft seconded the motion.

Motion declared and meeting adjourned 10:29 AM