

**TRECA Digital Academy**

**REGULAR MEETING MINUTES**

May 19, 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**  
**Chuck Speelman – Sponsor Representative**  
**Tammi Cowell – Sponsor Representative**

**Agenda & Other Items of concern**

**A. “RESOLVED, that the Board of Directors approves the minutes from the April 21, 2021 regular meeting as submitted.”**

Fran Voll moved to approve item 2021.05.6A, 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. “WHEREAS, Huntington Bank wishes to support the Career Technical Education initiatives of TRECA Digital Academy by donating 5 Cisco routers to TRECA;**

**THEREFORE BE IT RESOLVED, that the Board of Directors of TRECA Digital Academy accepts with much appreciation said donation which TRECA shall use in its Career Technical Education programming.”**

Kate Fisher moved to approve item 2021.05.6B, Ray Funk seconded the motion

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

Nays: None

**Kate Fisher declared the motion approved.**

**Fiscal Officer Report and Recommendations**

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

Jim Craycraft moved to approve item 2021.05.7A, Vaughn Sizemore 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 the Board of Directors approve the five-year forecast as prepared by the treasurer.”**

Kate Fisher moved to approve item 2021.05.7B. 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 approve the health, dental, vision and life insurance rates 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, 2021.”**

Vaughn Sizemore moved to approve item 2021.05.7C. Fran Voll seconded the motion

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

Kate Fisher declared the motion approved.

**D. “RESOLVED, that the Board of Directors approve the Liability Insurance plan with SORSA from July 1, 2021 through June 30, 2022.”**

Kate Fisher moved to approve item 2021.05.7D. 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.”**

Fran Voll moved to approve item 2021.05.8A. Ray Funk 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 Jordan Hamilton as Intervention Specialist, effective May 14, 2021.**
- **Transfer of Sarah Gilliam to the position of Human Resources Coordinator, effective June 7, 2021.**
- **Stipend for Jane Baldwin as K-3 Teacher Leader, effective July 1, 2021.**
- **Stipend for Mandy Pichiotino as Check & Connect Coordinator, effective July 1, 2021.**
- **Stipend for Mark Miller as Math Teacher Leader, effective July 1, 2021.**
- **Stipend for Lisa Adkins as English Teacher Leader, effective July 1, 2021.**
- **Stipend for Belynda Schuman as Grades 4-6 Teacher Leader, effective July 1, 2021.**
- **Stipend for Daniel Daily as Social Studies Teacher Leader, effective July 1, 2021.**
- **Stipend for Chad Ruhe as Science Teacher Leader, effective July 1, 2021.”**

Vaughn Sizemore moved to approve item 2021.05.8B. Kate Fisher 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 of TRECA Digital Academy approve the employment contracts for Jessica Wake as Treasurer and Adam Clark as Executive Director, as submitted.”**

Kate Fisher moved to approve item 2021.05.8C. Jim Craycraft seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

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

Fran Voll moved to approve item 2021.05.8D. Ray Funk seconded the motion

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

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 2021-2022 school year between TRECA Digital Academy and the following;**

- **Eastland-Fairfield Career & Technical Schools**
- **New Lebanon Local Schools**
- **Worthington City Schools**

- **Nelsonville-York City Schools**
- **Wellington Exempted Village Schools**
- **Everest High School”**

Vaughn Sizemore moved to approve item 2021.05.8E. Fran Voll seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**F. “RESOLVED, that at the recommendation of the Executive Director, the Board of Directors approve the contracted service agreement with the ESC of Central Ohio, as presented.”**

Fran Voll moved to approve item 2021.05.8F. Jim Craycraft seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

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

- **Career Advising Policy”**

Fran Voll moved to approve item 2021.05.8G. Jim Craycraft seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**H. “RESOLVED, that the Board of Directors approve the service agreement with Ron Stewart & Associates LLC for the 2022 fiscal year, as submitted.”**

Fran Voll moved to approve item 2021.05.8G. Kate Fisher seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**I. “RESOLVED, that the Board of Directors approve the lease renewal with Krishna's Limestone, LLC as submitted, for 2200 N Limestone Street Springfield office location.”**

Fran Voll moved to approve item 2021.05.8I. Kate Fisher 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, twenty-two changes had been submitted.

### **Sponsor Report & Feedback**

Chuck Speelman, sponsor representative, addressed the board regarding the Ohio Department of Education's follow-up to the USIG report on Special Education services at Ohio eschools. The report included recommendations for TRECA to improve its internal monitoring procedures. The ODE will be providing technical assistance to TRECA, to ensure that procedures are addressed. Mr. Speelman reminded the board that Tri-Rivers is also available to provide assistance to TRECA in reviewing procedures accordingly. He also noted upcoming professional development opportunities that will be available to TRECA staff that wish to attend.

### **Adjourn**

Fran Voll motioned to adjourn the meeting.  
Vaughn Sizemore seconded the motion.

Motion declared and meeting adjourned 10:11 AM