

Agenda Item 2021.11.6A – November 2021

TRECA Digital Academy

REGULAR MEETING MINUTES

October 20, 2021 @ 9:00 a.m.
2nd Fillor Conference Room
107 N Main Street
Marion, Ohio

Board of Directors present for the meeting:

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

Agenda & Other Items of concern

A. “RESOLVED, that the Board of Directors approves the minutes from the September 15, 2021 regular meeting as submitted.”

Fran Voll moved to approve item 2021.10.6A, Vaughn Sizemore seconded the motion

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

Ray Funk moved to approve item 2021.10.7A, Jim Craycraft seconded the motion

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

Kate Fisher declared the motion approved.

B. “RESOLVED, that the Board of Directors approve the five-year forecast as submitted.”

Fran Voll moved to approve item 2021.10.7B, Ray Funk seconded the motion

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

Kate Fisher declared the motion approved.

C. “RESOLVED, that the Board of Directors approve the 2021-2022 budget, as submitted.”

Kate Fisher moved to approve item 2021.10.7C, Jim Craycraft seconded the motion

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

Kate Fisher declared the motion approved.

D. “RESOLVED, that the Board of Directors approve the following fund to fund transfer;

- **\$3.66 from Fund 001 to Fund 467”**

Fran Voll moved to approve item 2021.10.7D, Vaughn Sizemore seconded the motion

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

Kate Fisher declared the motion approved.

Executive Director’s Report and Recommendations

A. “RESOLVED, that the Board of Directors approve the submitted list of seniors for graduation, subject to their meeting all school and state requirements.”

Fran Voll moved to approve item 2021.10.8A. Kate Fisher seconded the motion

Ayes: Jim Craycraft, Fran Voll, Kate Fisher, Ray Funk, 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 Jackie Lea as Marketing Coordinator, effective October 14, 2021.**
- **Transfer of Stephanie Thacker to Enrollment Specialist, effective September 23, 2021.**
- **Transfer of Regina Benjamin to Office Clerk, effective October 4, 2021.**
- **Hire of Jennifer Everly as Office Clerk, effective September 23, 2021.**
- **Hire of Trisha Ensminger as Enrollment Specialist, effective October 14, 2021.**
- **Hire of Eric Elsasser as Technician, effective September 23, 2021.**
- **Hire of Kara Blumfeldt as School Counselor, effective October 5, 2021.**
- **Promotion of Erica Pullins to the position of Speech Therapist, effective October 25, 2021.**

- **Hire of Hannah Loya as SAFE Specialist, effective October 15, 2021.**
- **Salary adjustment for Kris Pfister-Gillespie, effective October 15, 2021.**
- **Salary adjustment for Donald Sanders, effective October 15, 2021.”**

Jim Craycraft moved to approve item 2021.10.8B. Ray Funk seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

C. “RESOLVED, that the Board of Directors approve the three-year renewal agreement with Tableau Software LLC, as presented.”

Kate Fisher moved to approve item 2021.10.8C. Fran Voll seconded the motion

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

- **GovConnection - \$24,087.44”**

Kate Fisher moved to approve item 2021.10.8D. Vaughn Sizemore seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

Discussion

Adam Clark, executive director, provided the board with an update to ongoing student residency records review. TRECA enrollment staff continue to work with families on updating proof of residence documentation, to accurately identify each student's district of residence. This is verified at the time of enrollment with TRECA, and in the transition to each new school year. Families are required to complete updated paperwork each school year, and report whether a change of address has occurred. In addition, families are asked to report any address changes throughout the school year, so that the district of residence can be verified and a new proof of residence can be collected.

Mr. Clark also provided the board with an update of the school's 2021 local report card. Ratings were not awarded to schools for 2021 due to the impact of the COVID-19 pandemic, however, testing results from the previous school year were calculated. Mr. Clark highlighted the continued improvement among the school's graduation rates, and the mixed results among the achievement and growth sections. He stressed that a great deal of room remains for improvement across all subject areas and grade levels. The overall impact of the pandemic remains a concern, however, TRECA did have nearly 90% of students participate in last spring's state assessments. The data collected from these assessments has given teachers and staff great insight into where students are following the disruptions from 2020, during the height of the pandemic.

Jessica Wake, treasurer, provided the board with an update on the upcoming transition from the state's fiscal software, to the newly redesigned application. The state has been transitioning cohorts of schools over the last couple years and TRECA's cohort will begin in February. If successful the transition should be completed in March without any disruption to fiscal processes.

Sponsor Report & Feedback

Sponsor representative, Chuck Speelman, addressed the board with an update from Tri-Rivers Career Center. Tri-Rivers will be conducting its first site visit with TRECA administrators later this fall. This visit will include a review of compliance items and regular sponsor review of the educational program.

Adjourn

Jim Craycraft motioned to adjourn the meeting.
Fran Voll seconded the motion.

Motion declared and meeting adjourned 10:00 AM