

**Agenda Item 2022.11.6A – November 2022**

**TRECA Digital Academy**

**REGULAR MEETING MINUTES**

October 19, 2022 @ 9:00 a.m.  
2<sup>nd</sup> Floor Conference Room  
107 N Main Street  
Marion, Ohio

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

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

**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 21, 2022 regular meeting as submitted.”**

Fran Voll moved to approve item 2022.10.6A, Vaughn Sizemore seconded the motion

Ayes: Fran Voll, Vaughn Sizemore, Kate Fisher, Jim Craycraft, Ray Funk  
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 2022.10.7A, Jim Craycraft seconded the motion

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

Kate Fisher declared the motion approved.

**B. “RESOLVED, that the Board of Directors approve the revised Fiscal Internal Controls policy as presented, effective July 1, 2022.”**

Kate Fisher moved to approve item 2022.10.7B. Vaughn Sizemore seconded the motion

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

Kate Fisher declared the motion approved.

**C. “RESOLVED, that the Board of Directors approve the disposal of capital assets as presented.”**

Ray Funk moved to approve item 2022.10.7C, Fran Voll seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**D. “RESOLVED, that the Board of Directors approve the Five-Year Forecast as submitted.”**

Jim Craycraft moved to approve item 2022.10.7D, Fran Voll seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**E. “RESOLVED, that the Board of Directors approve the 2022-2023 budget as presented.”**

Kate Fisher moved to approve item 2022.10.7E, Jim Craycraft seconded the motion

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

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.”**

Ray Funk moved to approve item 2022.10.8A. Vaughn Sizemore seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

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

- **Got Print (*Then & Now*) - \$2,036.56**
- **Modern Office Methods (*Then & Now*) - \$1,148.96”**

Kate Fisher moved to approve item 2022.10.8B. Vaughn Sizemore seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**C. “RESOLVED, that at the recommendation of the Executive Director, the Board of Directors approve the following personnel action item(s);**

- **Hire of Victoria Humphrey as SAFE Learning Support Specialist, effective October 17, 2022.**
- **Hire of Kelsi Vogel as office clerk, effective October 10, 2022.**
- **Termination of Kaitlyn Lee as Student Attendance Specialist, effective September 23, 2022.”**

Fran Voll moved to approve item 2022.10.8C. Ray Funk seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**D. “RESOLVED, that at the recommendation of the Executive Director, the Board of Directors approve the service agreements as presented;**

- **Marion Palace Theater**
- **Kimmel Corp”**

Fran Voll moved to approve item 2022.10.8D. Vaughn Sizemore seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

### **Discussion**

Executive Director, Adam Clark, addressed the board to update them on the regular residency review of students enrolled at TRECA for the 2022-2023 school year. All families must provide proof of residency (POR) while enrolled at TRECA. The POR is to be updated whenever the family changes residence. TRECA provides families the opportunity to submit this electronically via the Evolve Parent Portal or within their annual student paperwork.

Mr. Clark also shared with the board that the office building that the regularly scheduled date for the December meeting conflicts with the winter break for TRECA. As a result the December regular meeting will be held on December 14<sup>th</sup>, one week earlier.

### **Sponsor Report & Feedback**

As sponsor representative, Chuck Speelman, addressed the board with a few items. The first was to note that Tri-Rivers has received notice that their sponsorship authorization with the Ohio Department of Education has been extended another seven years. They have been working through the authorization renewal process and are glad to report that the extension has been granted. In addition, Mr. Speelman, wanted to remind TRECA administration that the five-year forecast and budget will need submitted to the sponsor by the end of the month. Both the forecast and budget are to be filed with the Ohio Department of Education.

### **Executive Session**

Vaughn Sizemore moved to enter executive session for the purpose of:

*In accordance with ORC 121.22G2 – The purchase of property for public purposes.*

Fran Voll seconded the motion

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

Nays: None

Kate Fisher recused herself from executive session at 9:54AM

The board entered into executive session at 9:56AM

Vaughn Sizemore declared the meeting back in regular session at 10:38AM.

**Adjourn**

Fran Voll motioned to adjourn the meeting.

Ray Funk seconded the motion.

Motion declared and meeting adjourned 9:39 AM