

Agenda Item 2025.05.6A – May 2025

TRECA Digital Academy

REGULAR MEETING MINUTES

April 16, 2025 @ 8:30 a.m.
2nd Floor Conference Room
107 N Main Street
Marion, Ohio

Board of Directors present for the meeting:

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

Board of Directors absent for the meeting:

N/A

Meeting Participants

Jessica Wake – Treasurer of TRECA Digital Academy
Adam Clark – Executive Director of TRECA Digital Academy
Kathy Masters – Public
Brandon Estep - Public

Agenda & Other Items of concern

A. “RESOLVED, that the Board of Directors approves the minutes from the March 19, 2025 regular meeting as submitted.”

Fran Voll moved to approve item 2025.04.6A, Ray Funk seconded the motion

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

Jim Craycraft 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

C. Kathy Masters and Brandon Estep addressed the Board of Directors regarding the open seat on the TRECA board. Each shared information about their background in the community and professional career.

Fiscal Officer Report and Recommendations

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

Vaughn Sizemore moved to approve item 2025.04.7A, Fran Voll seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

Executive Director's Report and Recommendations

A. Report

Executive Director, Adam Clark, shared various demographic details about the TRECA student population. He outlined that the school has enrolled students from 84 of Ohio's 88 counties this school year. This is particularly important to look at each spring as the school administers state-mandated assessments. State law requires that TRECA provide the opportunity for students to test within fifty miles of their residence. As a result, TRECA utilizes over sixty locations for staff to meet with students and proctor the nearly seven thousand tests. That all takes place over three weeks in April.

B. "RESOLVED, that the Board of Directors approves the submitted list of seniors for graduation, subject to their meeting all school and state requirements."

Ray Funk moved to approve item 2025.04.8B. Fran Voll seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

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

- ***Schoolmate - \$8,800.00***

Vaughn Sizemore moved to approve item 2025.04.8C. Fran Voll seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

D. "RESOLVED, that at the recommendation of the the Executive Director, the Board of Directors approve the following personnel action item(s):

- **Termination of Jaden Williams as Office Assistant, effective April 4, 2025.**
- **Correction of retirement date for Carolyn Wissel, from June 6, 2025 to October 1, 2025."**

Vaughn Sizemore moved to approve item 2025.04.8D Jim Craycraft seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

E. "RESOLVED, that at the recommendation of the Executive Director, the Board of Directors approves the instructional service agreements as presented.

- **Firelands Local Schools”**

Jim Craycraft moved to approve item 2025.04.8E, Vaughn Sizemore seconded the motion

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

Jim Craycraft declared the motion approved.

Adjourn

Fran Voll motioned to adjourn the meeting.
Ray Funk seconded the motion.

Motion declared and meeting adjourned 10:10 AM