

**Agenda Item 2025.08.6A – August 2025**

**TRECA Digital Academy**

**REGULAR MEETING MINUTES**

July 16, 2025 @ 8:30 a.m.  
2<sup>nd</sup> Floor Conference Room  
107 N Main Street  
Marion, Ohio

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

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

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

Kathy Masters  
Fran Voll

**Meeting Participants**

Jessica Wake – Treasurer of TRECA Digital Academy  
Adam Clark – Executive Director of TRECA Digital Academy  
Scott Brown - Auditor of State Office

**Agenda & Other Items of concern**

**A. Scott Brown from the Auditor of State's office presented Jessica Wake, treasurer of TRECA, with the auditor of state award.**

**B. “RESOLVED, that the Board of Directors approves the minutes from the June 18, 2025 regular meeting as submitted.”**

Vaughn Sizemore moved to approve item 2025.07.6B, Ray Funk seconded the motion

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

Jim Craycraft 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 2025.07.7A, Vaughn Sizemore seconded the motion

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

Jim Craycraft declared the motion approved.

**Executive Director's Report and Recommendations**

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

- **Quizizz - \$5,405.00**
- **95 Percent Group LLC - \$9,642.50**
- **Care Solace - \$10,000.00**
- **Therapy Source (*Then & Now*) - \$13,017.38**
- **Lexia Learning - \$14,400.00**
- **EdPuzzle - \$14,680.00”**

Jim Craycraft moved to approve item 2025.07.8B. Vaughn Sizemore seconded the motion

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

Jim Craycraft declared the motion approved.

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

- **Retirement of Charles Falter, Director of Systems, effective October 24, 2025.**
- **Retirement of Terri Simmons, Regional Coordinator, effective December 31, 2025.**
- **Resignation of Tracy Gilbert, School Counselor, effective August 1, 2025.**
- **Resignation of Amna Cline, Part-time Reading Specialist, effective July 11, 2025.**
- **Retire/Rehire of Ty Hoyles, SAFE Coordinator, effective August 4, 2025.**
- **Hire of Rebecca Bernhard, HS Math Teacher, effective August 11, 2025.**
- **Hire of Emse Burton, Intervention Specialist, effective August 11, 2025.**
- **Hire of Adrienne Nipper, HS Science Teacher, effective August 11, 2025.**
- **Hire of Hannah Seketa, HS Social Studies Teacher, effective August 11, 2025.”**

Ray Funk moved to approve item 2025.07.8B Vaughn Sizemore seconded the motion

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

Jim Craycraft declared the motion approved.

**C. “RESOLVED, that at the recommendation of the Executive Director, the Board of Directors approves the instructional service agreements as presented.**

- **Eastland-Fairfield Career Technical Schools**
- **Firelands Local Schools**
- **New Lebanon Local Schools”**

Jim Craycraft moved to approve item 2025.07.8C, Vaughn Sizemore seconded the motion

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

Jim Craycraft declared the motion approved.

**D. “RESOLVED, that at the recommendation of the Executive Director, the Board of Directors approves the attached purchased service agreements as presented.**

- **Syntero**
- **Local Government Services**
- **Weswurd”**

Ray Funk moved to approve item 2025.07.8D, Vaughn Sizemore seconded the motion

Ayes: Jim Craycraft, Vaughn Sizemore, Ray Funk

Nays: None

Jim Craycraft declared the motion approved.

### **Adjourn**

Ray Funk motioned to adjourn the meeting.

Vaughn Sizemore seconded the motion.

Motion declared and meeting adjourned 9:28 AM