

Agenda Item 2026.01.6A – January 2026

TRECA Digital Academy

REGULAR MEETING MINUTES

December 17, 2025 @ 8:30 a.m.
2nd Floor Conference Room
107 N Main Street
Marion, Ohio

Board of Directors present for the meeting:

Jim Craycraft
Vaughn Sizemore
Kathy Masters
Fran Voll

Board of Directors absent for the meeting:

Ray Funk (Vice President)

Meeting Participants

Jessica Wake – Treasurer of TRECA Digital Academy
Adam Clark – Executive Director of TRECA Digital Academy

Agenda & Other Items of concern

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

Fran Voll moved to approve item 2025.12.6A, Vaughn Sizemore seconded the motion

Ayes: Jim Craycraft, Vaughn Sizemore, Fran Voll, Kathy Masters
Nays: None

Jim Craycraft declared the motion approved.

B. “Call for nominations for President Pro-Tem, to serve at the Organizational Meeting, to be held January 14, 2026 at 8:30am, until the Board of Directors elects its President.”

Fran Voll placed the name of Jim Craycraft in nomination and moved nominations to be closed. Seconded by Kathy Masters.

Ayes: Jim Craycraft, Vaughn Sizemore, Fran Voll, Kathy Masters
Nays: None

Motion declared that Jim Craycraft will serve as President Pro-Tem at the January 14, 2026 Organizational Meeting.

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 2025.12.7A, Fran Voll seconded the motion

Ayes: Jim Craycraft, Vaughn Sizemore, Fran Voll, Kathy Masters

Nays: None

Jim Craycraft 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 2025.12.8A, Jim Craycraft seconded the motion

Ayes: Jim Craycraft, Vaughn Sizemore, Fran Voll, Kathy Masters

Nays: None

Jim Craycraft declared the motion approved.

B. "RESOLVED, that the Board of Directors approves the purchased service agreements as presented.

- **Desire2Learn (Brightspace)"**

Jim Craycraft moved to approve item 2025.12.8B. Kathy Masters seconded the motion

Ayes: Jim Craycraft, Vaughn Sizemore, Fran Voll, Kathy Masters

Nays: None

Jim Craycraft declared the motion approved.

C. "RESOLVED, that at the recommendation of the the Executive Director, the Board of Directors approve the purchases as presented:

- **LearnWell - \$10,000.00"**

Fran Voll moved to approve item 2025.11.8C Vaughn Sizemore seconded the motion

Ayes: Jim Craycraft, Vaughn Sizemore, Fran Voll, Kathy Masters

Nays: None

Jim Craycraft declared the motion approved.

Executive Session

Vaughn Sizemore moved to enter executive session for the purpose of:
In accordance with ORC 121.22G1 – the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official.

Kathy Masters seconded the motion

Ayes: Fran Voll, Vaughn Sizemore, Jim Craycraft, Kathy Masters

Nays: None

The board entered into executive session at 8:44 AM

Vaughn Sizemore declared the meeting back in regular session at 9:04 AM.

A. “RESOLVED, that the Board finds it necessary and appropriate for the Executive Director to consult with and engage legal counsel to review, advise on, and take necessary actions related to the dispute discussed in executive session.”

Kathy Masters moved to approve item 2025.12.9A Vaughn Sizemore seconded the motion

Ayes: Jim Craycraft, Vaughn Sizemore, Fran Voll, Kathy Masters

Nays: None

Jim Craycraft declared the motion approved.

Discussion

Executive Director, Adam Clark, addressed the board to shared that the Ohio Ethics Commission recently ruled that all community school board members will be required to file annual financial disclosures to the commission. This aligns to the existing requirement for board members serving at large traditional school districts. Mr. Clark shared that he had not yet seen the disclosure form for 2026, but the Department of Education & Workforce had communicated that more information would be coming as the requirement takes effect.

Adjourn

Vaughn Sizemore motioned to adjourn the meeting.
Kathy Masters seconded the motion.

Motion declared and meeting adjourned 9:13 AM