

Agenda Item 2026.02.6A – February 2026

TRECA Digital Academy

REGULAR MEETING MINUTES

January 14, 2025 @ 8:30 a.m.
2nd Floor Conference Room
107 N Main Street
Marion, Ohio

Board of Directors present for the meeting:

Jim Craycraft (President)
Vaughn Sizemore
Kathy Masters (Vice President)
Fran Voll

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
Dan Kaffenbarger – Sponsor Representative

Agenda & Other Items of concern

A. “RESOLVED, that the Board of Directors approves the minutes from the December 17, 2025 regular meeting as submitted.”

Fran Voll moved to approve item 2026.01.6A, Vaughn Sizemore seconded the motion

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

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.”

Vaughn Sizemore moved to approve item 2026.01.7A, Kathy Masters 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 2026.01.8A, Vaughn Sizemore 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.

- **BrainPop - \$7,069.32**
- **CDW-G - \$267,708.00**
- **Rea & Associates (Then & Now) - \$2,000.00”**

Jim Craycraft moved to approve item 2026.01.8B. Fran Voll seconded the motion

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

Jim Craycraft declared the motion approved.

C. “RESOLVED, that the Directors of TRECA Digital Academy, in acknowledgement of the school's obligation to properly serve students, hereby sets February 20, 2026 as the date by which students must submit their enrollment application in order to be enrolled in the school for the 2025-2026 school year.”

Vaughn Sizemore moved to approve item 2026.01.8C Kathy Masters seconded the motion

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

Jim Craycraft declared the motion approved.

B. “RESOLVED, that at the recommendation of the Executive Director, the Board of Directors adopt the following policies as presented:

- **Employee Severance Policy”**

Vaughn Sizemore moved to approve item 2026.01.8B. Kathy Masters 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 that Ray Funk has resigned from the board. The board will now begin the process of appointing a new member. Mr. Clark shared that he will work with local community organizations and the school sponsor to identify potential candidates. He will share the names with the board at the next meeting.

Adjourn

Vaughn Sizemore motioned to adjourn the meeting.
Jim Craycraft seconded the motion.

Motion declared and meeting adjourned 9:05 AM