

Agenda Item 2026.03.6A – March 2026

TRECA Digital Academy

REGULAR MEETING MINUTES

February 18, 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 January 14, 2025 regular and organizational meetings as submitted.”

Fran Voll moved to approve item 2026.02.6A, 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 2026.02.7A, 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 the Board of Directors approve the attached five-year forecast as presented.”

Kathy Masters moved to approve item 2026.02.7A, 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 2026.02.8A, 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.

- **PowerSchool Holdings (School Messenger) - \$5,756.86**
- **Genially (*Then & Now*) - \$509.30"**

Vaughn Sizemore moved to approve item 2026.02.8B. 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 at the recommendation of the Executive Director, the Board of Directors approve the following personnel action item(s):

- **Resignation of Jessica Lehr as teacher, effective February 19, 2026.**
- **Resignation of Summerly Rowlands as school counselor, effective January 15, 2026.**
- **Resignation of Christine Coppes as regional coordinator (NWO), effective February 12, 2026.**
- **Termination of Rachel Pepper as teacher, effective February 5, 2026.**
- **Retirement of Mike Crum as custodian and maintenance specialist, effective February 15, 2026.**
- **Retirement of Tammy North-Shore as data systems specialist, effective May 29, 2026."**

Vaughn Sizemore moved to approve item 2026.02.8B. Kathy Masters seconded the motion

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

Jim Craycraft declared the motion approved.

D. "RESOLVED, that at the recommendation of the Executive Director, the Board of Directors approve the calendar for the 2026-2027 school year as presented."

Vaughn Sizemore moved to approve item 2026.02.8B. Fran Voll 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 approves the instructional service agreements as presented:

- **Cardington-Lincoln Local Schools”**

Jim Craycraft moved to approve item 2026.02.8B. 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, shared with the board that he has been in contact with the Marion Chamber of Commerce to assist in searching for potential candidates for local businesses that could potentially serve as a member of the Board.

Adjourn

Fran Voll motioned to adjourn the meeting.
Kathy Masters seconded the motion.

Motion declared and meeting adjourned 9:15 AM