

Agenda Item 2026.09.6A – September 2026

TRECA Digital Academy

REGULAR MEETING MINUTES

August 19, 2026 @ 8:30 a.m.
2nd Floor Conference Room
107 N Main Street
Marion, Ohio

Board of Directors present for the meeting:

Kathy Masters (Vice President)
Vaughn Sizemore
Michelle McKinniss
Fran Voll

Board of Directors absent for the meeting:

Jim Craycraft (President)

Meeting Participants

Jessica Wake – Treasurer of TRECA Digital Academy
Adam Clark – Executive Director of TRECA Digital Academy
Pam Noeth – Sponsor Representative
Scott Brown – Central Ohio Liaison for Auditor of State

Agenda & Other Items of concern

A. “RESOLVED, that the Board of Directors approves the minutes from the July 15, 2026 regular meeting as submitted.”

Fran Voll moved to approve item 2026.08.6A, Vaughn Sizemore seconded the motion

Ayes: Vaughn Sizemore, Kathy Masters, Michelle McKinniss, Fran Voll
Nays: None

Kathy Masters declared the motion approved.

Fiscal Officer Report and Recommendations

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

Michelle McKinniss moved to approve item 2026.08.7A, Fran Voll seconded the motion

Ayes: Vaughn Sizemore, Kathy Masters, Michelle McKinniss, Fran Voll
Nays: None

Kathy Masters 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.

- **CDW-G - \$486,075.90**
- **Desire2Learn (Brightspace) - \$82,959.74**
- **Kaleidoscope Learning Inc - \$6,750.00**
- **Marion Palace Theater (Graduation) - \$8,380.00**
- **Columbus Zoo & Aquarium (Then & Now) - \$2,833.30”**

Vaughn Sizemore moved to approve item 2026.08.8A. Michelle McKinnis seconded the motion

Ayes: Vaughn Sizemore, Kathy Masters, Michelle McKinniss, Fran Voll

Nays: None

Kathy Masters declared the motion approved.

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

- ***Resignation of Laura Drews as teacher, effective August 11, 2026.***
- ***Resignation of Brittney Gregg as teacher, effective August 7, 2026.***
- ***Resignation of Kristen Grimm as teacher, effective August 7, 2026.***
- ***Resignation of Shayla Starkey as Intervention Specialist, effective August 9, 2026.***
- ***Rssignation of Anitra Trittshuh as Reading Specialist, effective August 9, 2026.***
- ***Resignation of Jennifer Callahan as teacher, effective August 9, 2026.***
- ***Hire of Raymond Featherstone as Intervention Specialist, effective August 10, 2026.***
- ***Hire of Sara Lamb as teacher, effective August 13, 2026.***
- ***Hire of Meghan Sager as Intervention Specialist, effective August 10, 2026.***
- ***Hire of Amy Wilhelm as Intervention Specialist, effective August 10, 2026.***
- ***Hire of Sydney Olson as teacher, effective August 14, 2026.***
- ***Hire of Amy Bowers as Teacher, effective August 17, 2026.***
- ***Hire of Emem Emah as Intervention Specialist, effective August 17, 2026.***
- ***Transfer of Mindy Villines to Teacher, effective August 17, 2026.***
- ***Transfer of Alexis Lindsay to the position of Special Needs Records and Support Specialist, effective July 27, 2026.***
- ***Stipend for Heather Simpkins and Beth Day for Special Needs Coordination, effective July 1, 2026.***

Vaughn Sizemore moved to approve item 2026.08.8B. Fran Voll seconded the motion

Ayes: Fran Voll, Vaughn Sizemore, Kathy Masters, Michelle McKinniss

Nays: None

Kathy Masters declared the motion approved.

C. “RESOLVED, that the Board of Directors adopt the following policies and student handbook as presented;

- ***Policy for Students At-Risk of Not Qualifying for a High School Diploma***
- ***2026-2027 Student Handbook”***

Michelle McKinniss moved to approve item 2026.08.8C. Vaughn Sizemore seconded the motion

Ayes: Fran Voll, Vaughn Sizemore, Kathy Masters, Michelle McKinniss
Nays: None

Kathy Masters declared the motion approved.

D. “RESOLVED, that the Board of Directors have reviewed the policies relating to student and school safety:

- **Food Allergy Policy**
- **Automated External Defibrillator Policy**
- **Child Abuse & Neglect Reporting Policy**
- **Medication Policy**
- **Threat Assessment Policy”**

Fran Voll moved to approve item 2026.078.8D, Vaughn Sizemore seconded the motion

Ayes: Fran Voll, Vaughn Sizemore, Kathy Masters, Michelle McKinniss
Nays: None

Kathy Masters declared the motion approved.

Sponsor Report & Feedback

Sponsor representative, Pam Noeth, updated the board on the sponsor evaluation site visit that was recently completed with TRECA. Reviewers were on site at the TRECA Marion office to review compliance items that Tri-Rivers had already reviewed for their own compliance review of TRECA. Dr. Noeth shared that they expect to receive feedback on the review in the next month and she thanked TRECA staff for their work in pulling the documentation needed for the review.

Adjourn

Vaughn Sizemore motioned to adjourn the meeting.
Michelle McKinniss seconded the motion.

Motion declared and meeting adjourned 9:03 AM