

# TRECA Digital Academy

## REGULAR MEETING MINUTES

June 14, 2017 @ 9:00 a.m.

Board Room, META Solutions Building

### Board of Directors present for the meeting:

Ray Funk  
Kate Fisher  
Scott Gray  
Fran Voll

### Board of Directors absent for the meeting:

Jim Craycraft

### Meeting Participants

Adam Clark – Executive Director of TRECA Digital Academy  
David Varda – Treasurer of TRECA Digital Academy (META Solutions)

### Agenda & other items of concern

- A. ***“RESOLVED, that the Board of Directors approves the minutes from the May 10, 2017 regular meeting as submitted.”***

Fran Volle moved to approve item 6A, Scott Gray seconded the motion

Ayes: Ray Funk, Kate Fisher, Scott Gray, Fran Voll  
Nays: None

Ray Funk declared the motion approved.

### Executive Director’s Report and Recommendations

- A. ***“RESOLVED, that the Board of Directors approves the submitted list of TDA students that have fulfilled all graduation requirements and await receipt of their diploma.”***

Fran Voll moved to approve item 7A, Kate Fisher seconded the motion

Ayes: Ray Funk, Kate Fisher, Jim Craycraft, Fran Voll  
Nays: None

Ray Funk declared the motion approved.

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

- **Verudix – Evolve SIS Maintenance for FY18, \$50,000.00**

- **Verizon Wireless – Student Connectivity for FY18, \$1,260,000.00**
- **Sprint Solutions – Student Connectivity for FY18, \$42,000.00**
- **UPS – Shipping for FY18, \$40,000.00**
- **USPS – Postage for FY18, \$36,000.00**
- **Amy Goodson Co. LLC – Legal Services, \$10,000.00**
- **Strategic Solutions – Scview Document Scanning, \$6,000.00**
- **Ohio School Plan – Liability Insurance, \$29,000.00**
- **OdysseyWare – Curriculum Licensing, \$27,250.00**

Kate Fisher moved to approve item 7B. Fran Voll seconded the motion

Ayes: Ray Funk, Kate Fisher, Scott Gray, Fran Voll

Nays: None

Ray Funk declared the motion approved.

**C. “RESOVLED, that at the recommendation of the Executive Director, the Board of Directors approve the following personnel action item(s).”**

- **Transfer of Jessica Wake to the position of Treasurer, effective July 1, 2017.**
- **Hire of Heather Simpkins to the position of Assistant Director of Special Education, effective date June 28, 2017.**
- **Stipend for Ashley Brock to provide Health & PE instruction for Summer School.**
- **Stipend for Heather Weaver to provide instructional support for Summer Reading & Math program.**
- **Stipend for each mentor participating in the Resident Educator Program; Lisa Adkins, Jane Baldwin, Heather Weaver, and Amy Whitaker.**
- **Resignation of Megan Miller as office clerk, effective June 15, 2017.**

Scott Gray moved to approve item 7C. Ray Funk seconded the motion

Ayes: Ray Funk, Kate Fisher, Scott Gray, Fran Voll

Nays: None

Ray Funk declared the motion approved.

**D. “RESOLVED, that the Board of Directors conditionally approves the lease agreement with Market Square Findlay LTD., as submitted for the Northwest Ohio regional office location, pending Sponsor authority approval and noted addendum items.”**

Fran Voll moved to approve item 7D. Scott Gray seconded the motion

Ayes: Ray Funk, Kate Fisher, Scott Gray, Fran Voll

Nays: None

Ray Funk declared the motion approved.

**E. “RESOLVED, that the Board of Directors adopt a Section 125 Flexible Fringe Benefits Plan for employees of TRECA Digital Academy, to be effective on October 1, 2017.”**

Ray Funk moved to approve item 7E. Scott Gray seconded the motion

Ayes: Ray Funk, Kate Fisher, Scott Gray, Fran Voll  
Nays: None

Ray Funk declared the motion approved.

**F. “RESOLVED, that the Board of Directors approve the Health & Dental Insurance packages presented, at the recommendation of the Executive Director.”**

Kate Fisher moved to approve item 7F. Scott Gray seconded the motion

Ayes: Ray Funk, Kate Fisher, Scott Gray, Fran Voll  
Nays: None

Ray Funk declared the motion approved.

**G. “RESOLVED, that the Board of Directors approve the revised student attendance policy as submitted.”**

Fran Voll moved to approve item 7G. Scott Gray seconded the motion

Ayes: Ray Funk, Kate Fisher, Scott Gray, Fran Voll  
Nays: None

Ray Funk declared the motion approved.

**H. “RESOLVED, effective July 1, 2017, the TRECA Digital Academy agrees to pick up the total amount of employee contributions required by Section 3307.26 of the Ohio Revised Code to be contributed by the Treasurer/Fiscal Officer class of the Administrative employee group to SERS Ohio. TRECA Digital Academy Board of Directors is permitted to pick up employee contributions pursuant to Section 3307.27 of the Ohio Revised Code and Section 414(h)(2) of the Internal Revenue Code. These picked-up contributions, although designated as employee contributions, are being paid by the TRECA Digital Academy Board of Directors in lieu of employee contributions and shall be paid by the board as a fringe benefit in addition to the salary otherwise payable to the employee. These contributions shall not be treated as additional compensation for retirement purposes.**

**Employees in the identified Administrator group may not opt out of the picked-up contributions or elect to receive the contributed amounts directly instead of having them picked up by the TRECA Digital Academy Board of Directors and paid to SERS Ohio. ”**

Fran Voll moved to approve item 7H. Kate Fisher seconded the motion

Ayes: Ray Funk, Kate Fisher, Scott Gray, Fran Voll  
Nays: None

Ray Funk declared the motion approved.

**I. Discussion Items**

- **2<sup>nd</sup> Reading of revised Mileage & Worksite Policies**
- **META Solutions Lease Addendum**
- **1<sup>st</sup> Reading of revised Tuition Reimbursement Policy**

## **Fiscal Officer Report**

### **A. "Approval of the Fiscal Officer report as submitted."**

Fran Voll moved to approve item 8A. Ray Funk seconded the motion

Ayes: Ray Funk, Kate Fisher, Scott Gray, Fran Voll

Nays: None

Ray Funk declared the motion approved.

### **10. Executive Session (if needed)**

Ray Funk moved to enter executive session for the purpose of:

- 1. In accordance with ORC 121.22G1 – The appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual.
- 2. In accordance with ORC 121.22G2 – The purchase of property for public purposes, or for the sale of property at competitive bidding.
- 3. In accordance with ORC 121.22G3 - Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action;
- 4. In accordance with ORC121.22G4– Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation.
- 5. In accordance with ORC 121.22G5 – Matters required to be kept confidential by federal law or regulations or state statutes.
- 6. In accordance with ORC 121.22G6 – Details relative to the security arrangements and emergency response protocols for a public body or a public office.

Fran Voll seconded the motion

Ayes: Ray Funk, Kate Fisher, Scott Gray, Fran Voll

Nays: None

The Board entered into executive session at 10:27am.

Ray Funk declared the meeting back in regular session at 10:48am.

### **Adjourn**

Kate Fisher moved to adjourn the regular meeting.

Scott Gray seconded the motion.

Motion declared and meeting adjourned 10:50 a.m.

**The next meeting of the TRECA Digital Academy Board of Directors will be June 26th at 9:00 a.m. at the META Solutions building TRECA board room.**