

# TRECA Digital Academy

## Organizational MEETING MINUTES

January 11, 2017 @ 9:00 a.m.

Board Room, META Solutions Building

### Board of Directors present for the meeting:

Ray Funk  
Kate Fisher  
Jim Craycraft  
Scott Gray  
Fran Voll

### Board of Directors absent for the meeting:

None

### Meeting Participants

Adam Clark – Executive Director of TRECA Digital Academy  
Chuck Speelman – Superintendent of Tri-Rivers Career Center

### Agenda & other items of concern

#### **A. “To approve the minutes of the December 14, 2016 regular meeting and December 22, 2016 special meeting as submitted.”**

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

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

Ray Funk declared the motion approved.

#### **B. “Nominations are in order for President of the Board of Directors”**

Board member Jim Craycraft nominated Ray Funk.  
Nomination seconded by Fran Voll

Fran Voll moved the nominations be closed.

#### **Put to Vote – “Board members in favor of Ray Funk as President, say Aye.”**

Vote: Ayes - Fran Voll, Jim Craycraft, Kate Fisher & Scott Gray  
Ray Funk abstained

Ray Funk is elected President of the TRECA Digital Academy Board.

**C. “Nominations are in order for Vice President of the Board of Directors”**

Board member Fran Voll nominated Jim Craycraft  
Nomination seconded by Kate Fisher

Fran Voll moved the nominations be closed.

**Put to Vote – “Board members in favor of Jim Craycraft as Vice President, say Aye.”**

Vote: Ayes - Fran Voll, Ray Funk, Kate Fisher & Scott Gray  
Jim Craycraft abstained

Jim Craycraft is elected Vice President of the TRECA Digital Academy Board.

**D. “RESOLVED, that Adam Clark is hereby appointed to serve in the position of Secretary by the Board of Directors”**

**E. Regular Meeting Time and Date**

To approve that the regular meetings of the TRECA Digital Academy Board of Directors shall be held on the following dates and times. The meetings shall be held in the TRECA Board Room in the META Solutions Building, 100 Executive Drive Marion, Ohio.

Regular meetings shall be held on the 2<sup>nd</sup> Wednesday of each month at 9am.

The date and time of a regular meeting of any given month may be changed provided such change is made by resolution during some preceding regular meeting, or by the President should an emergency situation develop. The Executive Director shall notify all Board members of such changes and appropriate steps taken to notify the public.

Scott Gray moved to approve item E  
Kate Fisher seconded motion.

Vote: Ayes - Fran Voll, Jim Craycraft, Ray Funk, Kate Fisher & Scott Gray

Ray Funk declared the motion approved.

**Executive Director’s Report & Recommendations**

**F. “Resolved, that the Board of Directors authorize the Executive Director to hire staff between board meetings as submitted.**

**WHEREAS the Executive Director is hereby authorized, during periods when the Board is not in session, to make offers of employment directly to candidates for either teaching or non-teaching positions on behalf of the Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee’s acceptance of the Executive Director’s offer.**

**WHEREAS nothing in this resolution shall require the Board of Directors to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board policy. “**

Scott Gray moved to approve item E, Kate Fisher seconded the motion

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

Nays: None

Ray Funk declared the motion approved.

**G. “Resolved, that the Board of Directors authorize the Executive Director to accept resignations or retirements between board meetings.**

**WHEREAS the Executive Director is hereby authorized on behalf of the Board to accept resignations and retirements which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations or retirements shall be deemed effective as of the date and time of the Executive Director’s acceptance.”**

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

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

Nays: None

Ray Funk declared the motion approved.

**H. “Approval of submitted list of TDA students that have fulfilled all graduation requirements for receipt of their diploma.”**

Kate Fisher moved to approve item H. Jim Craycraft seconded the motion

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

Nays: None

Ray Funk declared the motion approved.

**I. “Approval of the personnel actions items as presented by the Executive Director.”**

- **Transfer of John Wasinski to position of Instructional Coach, effective January 17, 2017. Salary to be \$52,000. John will be entitled to insurance benefits.**

Scott Gray moved to approve item I. Jim Craycraft seconded the motion

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

Nays: None

Ray Funk declared the motion approved.

**J. “Approval of the submitted purchase items as submitted by the Executive Director.”**

- **Refurble – Student computer order, \$54,975**

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

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

Nays: None

Ray Funk declared the motion approved.

**K. “Approval of the Service Agreement for school psychology evaluation services with Susan Seeley as submitted.”**

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

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

Nays: None

Ray Funk declared the motion approved.

**Fiscal Officer Report**

**L. “Approval of the Fiscal Officer report as submitted.”**

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

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

Nays: None

Ray Funk declared the motion approved.

**Adjourn**

Kate Fisher moved to adjourn the regular meeting.

Jim Craycraft seconded the motion.

Motion declared and meeting adjourned 9:52 a.m.

**The next meeting of the TRECA Digital Academy Board of Directors will be February 8<sup>th</sup> at 9:00 a.m. at the META Solutions building TRECA board room.**