

TRECA Digital Academy

REGULAR MEETING MINUTES

April 12, 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
David Varda – Treasurer of TRECA Digital Academy (META Solutions)
Larry Hickman – Tri-Rivers Career Center (Sponsor)
Vaughn Sizemore – Tri-Rivers Career Center (Sponsor)
Steve Earnest – Treasurer, Tri-Rivers Career Center (Sponsor)

Agenda & other items of concern

A. “To approve the minutes of the March 8, 2017 regular meeting as submitted.”

Kate Fisher moved to approve item 6A, Scott Gray seconded the motion

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

Ray Funk declared the motion approved.

Executive Director’s Report & Recommendations

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

Jim Craycraft moved to approve item 7A, Kate Fisher seconded the motion

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

Ray Funk declared the motion approved.

B. "Approval of recommended purchase items as submitted by the Executive Director."

- **SVM – Gas Cards for State Mandated Testing, \$38,975.00**
- **PandaDoc – Annual Licenses, \$5,100.00**
- **Propel – Email Marketing, \$9,591.00**
- **Desire2Learn – BrightSpace LMS Renewal, \$30,752.36**
- **FocusCare – FEV Math Tutoring Services, \$10,000.00**
- **Verudix – Parent Portal Software Development, \$38,000.00**

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

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

Nays: None

Ray Funk declared the motion approved.

C. "Approval of the following personnel items as recommended by the Executive Director."

- **Transfer of Kamina Mabry to the position of Advisor, effective April 4, 2017.**
- **Transfer of Brigit Porteus to the position of Family Resource Specialist, effective April 4, 2017.**
- **Hire of Emily Bradfield as an Induction Specialist, effective April 4, 2017.**
- **Hire of Abby Cox as a Records Specialist, effective April 4, 2017.**
- **Hire of Diana Wright as a Kindergarten Teacher, effective March 23, 2017.**
- **Hire of Nick Messenger as a Science Teacher, effective March 23, 2017.**

Ray Funk moved to approve item 7C. Jim Craycraft seconded the motion

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

Nays: None

Ray Funk declared the motion approved.

D. "RESOLVED, that the TRECA Digital Academy Board of Directors designates Jessica Wake, Compliance & Business Coordinator, as the School's Public Records Custodian."

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

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

Nays: None

Ray Funk declared the motion approved.

E. "Approval of the submitted list of Intervention Specialists to complete IEPs over the Summer at a rate of \$90 per IEP."

Jim Craycraft moved to approve item 7E. Scott Gray seconded the motion

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

Nays: None

Ray Funk declared the motion approved.

F. Discussion Items

- **Fiscal Services for FY18**
- **META Solutions Lease**

Fiscal Officer Report

A. “Approval of the Fiscal Officer report as submitted.”

Jim Craycraft moved to approve item 8A. Fran Voll seconded the motion

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

Nays: None

Ray Funk declared the motion approved.

Sponsor Report & Feedback

Sponsor personnel, Stephen Earnest and Larry Hickman, were present at the meeting and shared updates on the upcoming site visit and review with TRECA Digital Academy staff.

Adjourn

Scott Gray moved to adjourn the regular meeting.

Kate Fisher seconded the motion.

Motion declared and meeting adjourned 10:07 a.m.

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