

TRECA Digital Academy

REGULAR MEETING MINUTES

December 13, 2017 @ 9:00 a.m.
Board Room, META Solutions Building

Board of Directors present for the meeting:

Jim Craycraft
Fran Voll
Ray Funk
Kate Fisher

Board of Directors absent for the meeting:

N/A

Meeting Participants

Adam Clark – Executive Director of TRECA Digital Academy
Jessica Wake – Treasurer of TRECA Digital Academy
Chuck Speelman – Sponsor Representative, Tri-Rivers Career Center

Agenda & other items of concern

- A. ***“RESOLVED, that the Board of Directors approves the minutes from the November 8, 2017 regular meeting as submitted.”***

Kate Fisher moved to approve item 6A, Fran Voll seconded the motion

Ayes: Fran Voll, Jim Craycraft, Ray Funk, Kate Fisher
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: Jim Craycraft, Fran Voll, Ray Funk, Kate Fisher
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.”

- **GovConnection - \$9,920.00**
- **E-Therapy - \$10,000.00**
- **JigSaw Meeting - \$7,290.00**
- **Focus Care (FEV Tutoring) - \$30,000.00**

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

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

Nays: None

Ray Funk 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 Shawna Gove as School Counselor, effective November 27, 2017.**

Fran Voll moved to approve item 7C. Jim Craycraft seconded the motion

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

Nays: None

Ray Funk declared the motion approved.

D. “RESOLVED, that the Board of Directors approve the revised Gifted Policy, as submitted.”

Kate Fisher moved to approve item 7D. Ray Funk seconded the motion

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

Nays: None

Ray Funk declared the motion approved.

E. “RESOLVED, that at the recommendation of the Executive Director, the Board of Directors approves the related service agreement with E-Therapy for the 2017-2018 school year.”

Fran Voll moved to approve item 7E. Jim Craycraft seconded the motion

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

Nays: None

Ray Funk declared the motion approved.

F. “WHEREAS, the Board of Directors appreciates the hard work and dedication of its employees and wishes to demonstrate that appreciation;

NOW THEREFORE BE IT RESOLVED, that the Board of Directors hereby approves of payment of \$250 to each employee submitted as a calendar year-end bonus.”

Jim Craycraft moved to approve item 7F. Kate Fisher seconded the motion

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

Nays: None

Ray Funk declared the motion approved.

G. Discussion Items

- **Board Vacancy** – The board intends to have a candidate for appointment at the January Organizational meeting.
- **FTE Review & Operator/Sponsor True-Up** – Adam Clark provided an update to the board on the status of the “true-up” with Tri-Rivers and META Solutions, as a result of the FY16 and FY17 FTE Reviews. The “true-up” with Tri-Rivers has already begun through reduction in payments each month, while META Solutions has been given notice of the overpayments made in the FY16 and FY17 school years. All documentation has been provided to the auditors as well.

Fiscal Officer Report

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

Jim Craycraft moved to approve item 8A. Kate Fisher seconded the motion

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

Nays: None

Ray Funk declared the motion approved.

B. “RESOLVED, that the Board of Directors approves the agreement with the Auditor of State as presented.”

Ray Funk moved to approve item 8B. Jim Craycraft seconded the motion

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

Nays: None

Ray Funk declared the motion approved.

C. “RESOLVED, that the Board of Directors approves the revised Fiscal Internal Controls policy as submitted.”

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

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

Nays: None

Ray Funk declared the motion approved.

Sponsor Report & Feedback

Chuck Speelman shared with the Board of Directors that Tri-Rivers received an “Exemplary” sponsorship rating for the 2016-2017 school year. As a result, Tri-Rivers is seeking a 3-year extension with the Ohio Department of Education for its sponsorship authority. In addition, Mr. Speelman shared that Tri-Rivers representatives will be

conducting a site visit in the coming week. The visit will consist of a review of student records and policies. Results of the review will be shared with the board.

Executive Session (if needed)

N/A

Adjourn

Fran Voll moved to adjourn the regular meeting.
Jim Craycraft seconded the motion.

Motion declared and meeting adjourned 10:13 a.m.

The next meeting of the TRECA Digital Academy Board of Directors will be January 10th at 9:00 a.m. at the META Solutions building TRECA board room.