

# TRECA Digital Academy

## REGULAR MEETING MINUTES

May 9, 2018 @ 9:00 a.m.  
Board Room, META Solutions Building

### Board of Directors present for the meeting:

Jim Craycraft  
Fran Voll  
Kate Fisher (Left meeting at 11:15am)  
Jeremy Dunn (Left meeting at 10:44am)  
Ray Funk

### 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  
Brian DeSantis – Sponsor Legal Counsel  
Chuck Speelman – Sponsor Representative  
Ted McKinniss – Sponsor Representative

### Agenda & other items of concern

- A. Brian DeSantis addressed the board with an Ohio legal update. This included information on proposed administrative rule changes impacting Dropout Prevention & Recovery schools, the 2017-2018 Sponsor Evaluation timeline for Quality Practices review and Compliance, the 2018-2019 Sponsor Evaluation, ORC 3314.03(A)(11)(f) involving the requirements to grant credits for work-based learning experiences, additional guidance for implementation of HB 410 on truancy, U.S. Department of Education guidance on photos and videos under FERPA, and recent judicial rulings involving student protest in schools.
- B. **“RESOLVED, that the Board of Directors approves the minutes from the April 11, 2018 regular meeting as submitted.”**

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

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

Jim Craycraft declared the motion approved.

## Fiscal Officer Report

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

Ray Funk moved to approve item 7A. Jeremy Dunn seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

- B. **“RESOLVED, that the Board of Directors approve the Five-Year Forecast as presented by the treasurer.”**

Kate Fisher moved to approve item 7B. Jeremy Dunn seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

## Executive Session

Fran Voll 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.
- X 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 ORC 121.22G4– 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.

Kate Fisher seconded the motion

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

Nays: None

The Board entered into executive session at 10:00AM

Jim Craycraft declared the meeting back in regular session at 10:20AM

## Executive Session

Fran Voll 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.
- X5. In accordance with ORC 121.22G5 – Matters required to be kept confidential by federal law or regulations or state statues.
- \_\_\_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.

Ray Funk seconded the motion

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

Nays: None

The Board entered into executive session at 10:21AM

Jim Craycraft declared the meeting back in regular session at 10:44AM

## Executive Director's Report and Recommendations

- A. "RESOLVED, that the Board of Directors approves the submitted list of seniors for graduation, subject to their meeting all school and state requirements."**

Ray Funk moved to approve item 9A, Fran Voll seconded the motion

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

Nays: None

Jim Craycraft 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).**

- **Hire of Brittany Thompson as Intervention Specialist, effective May 3, 2018.**
- **Transfer of Abby Lucas to the position of Registrar, effective February 26, 2018.**
- **Stipend for each mentor participating in the Resident Educator Program, Lisa Adkins and Heather Weaver.**

Kate Fisher moved to approve item 8B, Fran Voll seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

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

- **Ohio School Plan - \$31,000**

Jim Craycraft moved to approve item 9C. Ray Funk seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

**D. “RESOLVED, that the Board of Directors approves the Second Successor Community School Sponsorship Contract and Addendum, with revision to exhibit 6.”**

Ray Funk moved to approve item 9D. Fran Voll seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

**E. “RESOLVED, that the Board of Directors approves the lease agreement with META Solutions for office space at 2100 Citygate Drive, Columbus, Ohio as submitted.”**

Kate Fisher moved to approve item 9E. Fran Voll seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

**F. “RESOLVED, that the Board of Directors approves the Transition Agreement with Zanesville Community School as submitted.”**

Ray Funk moved to approve item 9F. Jim Craycraft seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

**G. “RESOLVED, that the Board of Directors approve the Health, Dental, Vision and Life insurance packages presented, at the recommendation of the Executive**

**Director.”**

Ray Funk moved to approve item 9G. Jim Craycraft seconded the motion

Ayes: Fran Voll, Jim Craycraft, Ray Funk

Nays: None

Jim Craycraft declared the motion approved.

#### **H. Discussion Items**

- Executive Director, Adam Clark, provided an update to the board of directors on other potential office locations in the Marion area. No options have been found for lease, where TRECA would be the sole occupant of the building.
- Adam Clark addressed the board in regards to evaluations for both the Executive Director and Treasurer. Chuck Speelman, as Sponsor Representative, suggested reviewing the process Tri-Rivers Career Center had recently put into place. It was also suggested that the board review the current job descriptions for both positions to ensure that the evaluation format is aligned to duties outlined in the descriptions.

#### **Sponsor Report & Feedback**

Chuck Speelman addressed the board to share several items regarding sponsorship. May 15<sup>th</sup> marks the deadline for submission of quality practice documentation for the sponsor evaluation. One of the items required is the Five-Year Forecast from TRECA, which was approved earlier in the meeting. Mr. Speelman also shared two signature forms to each of the board members and TRECA administrators. These signature forms were to certify that each member of the board and administration understand the policies and procedures for Tri-Rivers as sponsor. Mr. Speelman shared that the sponsor is also to be present at the final audit meeting for TRECA. A date has not been set for this meeting, but the sponsor is to be present per their role as sponsor. Finally, Mr. Speelman noted that the sponsor was planning several PD events in the coming Summer and that TRECA staff would be encouraged to participate.

#### **Adjourn**

Ray Funk moved to adjourn the regular meeting.  
Fran Voll seconded the motion.

Motion declared and meeting adjourned 11:46 a.m.

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