

TRECA Digital Academy

REGULAR MEETING MINUTES

July 10, 2019 @ 9:00 a.m.

TRECA Conference Room, TRECA Headquarters

Board of Directors present for the meeting:

Jim Craycraft (President)
Fran Voll (Vice President)
Ray Funk
Jeremy Dunn
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
Larry Hickman – Sponsor Representative

Agenda & Other Items of concern

- A. **“RESOLVED, that the Board of Directors approves the minutes from the June 12, 2019 regular meeting as submitted.”**

Fran Voll moved to approve item 2019.07.6A, Ray Funk seconded the motion

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

Jim Craycraft declared the motion approved.

Fiscal Officer Report and Recommendations

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

Jeremy Dunn moved to approve item 2019.07.7A, Ray Funk seconded the motion

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

Jim Craycraft declared the motion approved.

Executive Director's Report and Recommendations

A. **"RESOLVED, that at the recommendation of the Executive Director, the Board of Directors approve the following personnel action item(s).**

- **Resignation of Nick Messenger as Teacher, effective August 8, 2019.**
- **Resignation of Tad Douce as Director of Innovation & Adult Learning, effective July 26, 2019.**
- **Resignation of Josh Ebert as Creative Coordinator, effective July 12, 2019.**
- **Promotion of Matt Lanzoff to Director of Operations, effective August 1, 2019.**
- **Stipend for Taali Monnin as ELL Support, effective July 1, 2019.**
- **Stipend for Jane Baldwin as K-3 Teacher Leader, effective July 1, 2019.**
- **Stipend for Mandy Pichiotino as Check & Connect Coordinator, effective July 1, 2019.**
- **Stipend for Mark Miller as Math Teacher Leader, effective July 1, 2019.**
- **Stipend for Lisa Adkins as English Teacher Leader, effective July 1, 2019.**
- **Stipend for Belynda Schuman as Grades 4-6 Teacher Leader, effective July 1, 2019.**
- **Stipend for Daniel Daily as Social Studies Teacher Leader, effective July 1, 2019.**
- **Stipend for Chad Ruhe as Science Teacher Leader, effective July 1, 2019.**
- **Stipend for Sarah Gilliam as Middle School Teacher Leader, effective July 1, 2019.**
- **Change in Salary for Brittany Rutter as Human Resources & Business Coordinator, effective July 1, 2019."**

Fran Voll moved to approve item 2019.07.8A. Ray Funk seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

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

- **University of Minnesota (Check & Connect) - \$11,493.00**
- **HEC Software (Reading Horizons) - \$6,419.00**
- **Columbus Zoo & Aquarium - \$5,845.00**
- **CDW-G - \$249,490.00**
- **CDI Technologies - \$17,475.00**
- **Houghton Mifflin Harcourt - \$12,125.93**

Fran Voll moved to approve item 2019.07.8B. Kate Fisher seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

- C. “RESOLVED, that at the recommendation of the Executive Director, the Board of Directors approves the attached instructional service agreements for the 2019-2020 school year between TRECA Digital Academy and the following;**

- **River Valley Local Schools”**

Jeremy Dunn moved to approve item 2019.07.8C. Ray Funk seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

- D. “RESOLVED, that at the recommendation of the Executive Director, the Board of Directors approves the attached related service agreements for the 2019-2020 school year between TRECA Digital Academy and the following;**

- **Therapy Source”**

Fran Voll moved to approve item 2019.07.8D. Kate Fisher seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

- E. “RESOLVED, that the Board of Directors approve the revised Student Handbook for the 2019-2020 school year as submitted.”**

Fran Voll moved to approve item 2019.07.8E. Kate Fisher seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

F. Discussion Items

- Executive Director, Adam Clark, updated the board on the status of the office move from 100 Executive Drive to 107 North Main St, in Marion. As of June 19th, all staff members had begun reporting to the new office, following the move of furniture on June 17th. Despite the move, there was little disruption to services and availability of staff to students and parents. An open house and ribbon cutting is now being prepared with the Marion Chamber of Commerce, scheduled for August 2nd.

Sponsor Report & Feedback

Larry Hickman attended the meeting as the sponsor representative from Tri-Rivers Career Center. He had no updates to share with the board.

Adjourn

Ray Funk moved to adjourn the regular meeting.
Kate Fisher seconded the motion.

Motion declared and meeting adjourned 9:48am.

The next Regular meeting of the TRECA Digital Academy Board of Directors will be August 14th at 9:00 a.m. at the TRECA building (107 N. Main St.).