

**Agenda Item 2020.03.6A – March 2020**

**TRECA Digital Academy**

**REGULAR MEETING MINUTES**

February 19, 2020 @ 9:00 a.m.

107 N Main Board Room, Fisher Building

**Board of Directors present for the meeting:**

**Jim Craycraft  
Fran Voll  
Ray Funk  
Kate Fisher (President)  
Jeremy Dunn (Vice President)**

**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  
Tad Douce – Sponsor Representative**

**Agenda & Other Items of concern**

- A. “RESOLVED, that the Board of Directors approves the minutes from the February 19, 2020 Regular meeting as submitted.”**

Jeremy Dunn moved to approve item 2020.02.6A, Fran Voll seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**Fiscal Officer Report and Recommendations**

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

Fran Voll moved to approve item 2020.02.7A, Jim Craycraft seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**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.”**

Jeremy Dunn moved to approve item 2020.02.8A. Ray Funk seconded the motion

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

Kate Fisher 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).**

- **Change in salary for Jacqueline Lea as Marketing & Creative Consultant, effective January 27, 2020.**
- **Change in salary for Diane Meadows as Lead Instructional Solutions Advisor, effective February 3, 2020.**
- **Resignation of Trevin McGraw as Help Desk Specialist, effective February 7, 2020.**
- **Hire of Andrew Jarvi as Regional Coordinator, effective October 8, 2019.**
- **Hire of Marissa Mihalus as Enrollment Specialist, effective February 3, 2020.**
- **Hire of Madelyn Oyster as Advisor, effective January 21, 2020.**
- **Hire of Erica Pullins as Long-term Substitute, effective February 10, 2020.**

Ray Funk moved to approve item 2020.02.8B. Kate Fisher seconded the motion

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

Kate Fisher declared the motion approved.

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

- **CDW-G - \$10,600.00**
- **ITSavvy LLC - \$5,388.24**
- **ESC Central Ohio (Then & Now) - \$1,638.00**
- **Logan County JDC (Then & Now) - \$3,500.00”**

Fran Voll moved to approve item 2020.02.8C. Jeremy Dunn seconded the motion

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

Kate Fisher declared the motion approved.

**D. “RESOLVED, that the Board of Directors adopt the policy revisions, as presented.**

- **School, Parent & Family Engagement Policy**
- **Employment Disputes & Complaints**
- **Homeless Student Policy”**

Ray Funk moved to approve item 2020.02.8D. Jim Craycraft seconded the motion

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

Kate Fisher declared the motion approved.

**E. “RESOLVED, that the Board of Directors approves the agreement with Frontline Education, as presented.”**

Ray Funk moved to approve item 2020.02.8E. Kate Fisher seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**F. “RESOLVED, that the Board of Directors approve the school calendars for the 2020-2021 school year, as submitted.”**

Jeremy Dunn moved to approve item 2020.02.8F. Kate Fisher seconded the motion

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

Nays: None

Kate Fisher declared the motion approved.

**G. Discussion Items**

- Executive Director, Adam Clark, provided the board with information collected from the annual employee survey. The survey, completed each Fall, provides insight into the culture among the TRECA staff. Three years of data have now been collected from the survey, and results indicate a positive upward trend in all areas.
- Executive Director, Adam Clark, addressed the board to share that 62 address changes have been reported and processed over the last month among enrolled students. The residency verification process continues on a regular basis to support the collection of up-to-date and accurate enrollment information from students and families.

**Sponsor Report & Feedback**

Tad Douce addressed the Board, by sharing that Tri-Rivers recently received a two-year extension for sponsorship from the Ohio Department of Education. This now extends their sponsorship authority through 2025. In addition, he shared the Tri-Rivers will be conducting a Spring onsite review of TRECA in March (date to be coordinated with TRECA at a later time).

**Adjourn**

Fran Voll moved to adjourn the regular meeting.

Jim Craycraft seconded the motion.

Motion declared and meeting adjourned 10:17 am.

**The next Regular meeting of the TRECA Digital Academy Board of Directors will be March 18th at 9:00 a.m. at the Fisher building (107 N. Main St.).**

