

TRECA Digital Academy

REGULAR MEETING MINUTES

February 14, 2018 @ 9:00 a.m.
Board Room, META Solutions Building

Board of Directors present for the meeting:

Jim Craycraft
Fran Voll
Kate Fisher
Jeremy Dunn

Board of Directors absent for the meeting:

Ray Funk

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
Stephen Earnest – Sponsor Representative, Tri-Rivers Career Center

Agenda & other items of concern

- A. ***“RESOLVED, that the Board of Directors approves the minutes from the February 7, 2018 special meeting as submitted.”***

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

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

Jim Craycraft 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, Jeremy Dunn seconded the motion

Ayes: Jim Craycraft, Fran Voll, Kate Fisher, Jeremy Dunn
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 Stephanie Westendorf to the position of Title English Teacher, effective February 15, 2018.
- Hire of Nancy Kimmel to the position of Title Math Teacher, effective February 15, 2018.
- Hire of Amanda Johnson to the position of Advisor, effective February 22, 2018.
- Hire of Shannon Kearns to the position of Title Math Teacher, effective February 15, 2018.
- Hire of Ross Miller to the position of Social Studies Teacher, effective February 15, 2018.
- Hire of Kimberly Turner to the position of Science Teacher, effective February 15, 2018.
- Hire of Laura Drews as Elementary Teacher (K-6), effective February 22, 2018.

Fran Voll moved to approve item 7B. Kate Fisher seconded the motion

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

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.”**

- **UPS - \$40,000.00**
- **CDW-G - \$146,609.54**
- **GovConnection - \$9,920.00**

Jim Craycraft moved to approve item 7C. Jeremy Dunn seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

D. ***“WHEREAS, the Board of Directors recognizes that not all employees need to avail themselves of medical insurance coverage through the School’s plan; and***

WHEREAS, the Board of Directors recognizes the cost savings to the School by those opting out of coverage;

NOW THEREFORE BE IT RESOLVED, the Board of Directors authorizes the payment of \$1,000 as a taxable payment-in-lieu of health insurance benefits to each employee annually who opts out of the School’s health, prescription, dental and vision insurance program, or \$500 as a taxable payment-in-lieu of health insurance benefits to each employee annually who opts out of the School’s health and prescription insurance program; with the payment prorated to the portion of the year the employee is employed by the School.”

Fran Voll moved to approve item 7D. Jeremy Dunn seconded the motion

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

Jim Craycraft declared the motion approved.

E. “RESOLVED, that the Board of Directors approves the revised Paid Leave policy as submitted.”

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

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

Jim Craycraft declared the motion approved.

F. “RESOLVED, that the Board of Directors approves the mission and values as presented.”

Fran Voll moved to approve item 7F. Jeremy Dunn seconded the motion

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

Jim Craycraft declared the motion approved.

G. “RESOLVED, that the Board of Directors approves the policy and procedures introduction and guidelines as presented.”

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

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

Jim Craycraft declared the motion approved.

H. “WHEREAS, the Board of Directors recognizes the time and travel involved in staff physically attending staff and other on-site meetings; and

WHEREAS, the Board of Directors finds a proper public purpose in supporting the opportunity for staff to meet over a meal;

THEREFORE BE IT RESOLVED, that the Board of Directors approves expenditures for the purchase of lunch during in-person/on-site staff meetings.”

Fran Voll moved to approve item 7H. Jeremy Dunn seconded the motion

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

Jim Craycraft declared the motion approved.

I. “Per the Anti-Harassment, Intimidation & Bullying Policy, the Executive Director reported that no incidents have been reported during the first half of the school year.

Fiscal Officer Report

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

Fran Voll moved to approve item 8A. Kate Fisher seconded the motion

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

Nays: None

Jim Craycraft declared the motion approved.

- B. “RESOLVED, that the Board of Directors approves the revised 2017-2018 operating budget as submitted.”**

Kate Fisher moved to approve item 8A. Jeremy Dunn seconded the motion

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

Nays: None

Ray Funk declared the motion approved.

Sponsor Report & Feedback

Chuck Speelman addressed the board on behalf of the Sponsor, Tri-Rivers Career Center. He informed them that the Sponsor is awaiting terms for its Sponsorship contract with the Ohio Department of Education. Mr. Speelman also informed the board of communications that will be coming from the Sponsor in regards to areas of improvement regarding compliance and practice highlighted in the most recent Sponsor Evaluation process. The Sponsor will work with staff from TRECA to address these areas.

Executive Session (if needed)

N/A

Adjourn

Fran Voll moved to adjourn the regular meeting.

Kate Fisher seconded the motion.

Motion declared and meeting adjourned 11:09 a.m.

The next meeting of the TRECA Digital Academy Board of Directors will be March 14th at 9:00 a.m. at the META Solutions building TRECA board room.