

TRECA Digital Academy

REGULAR MEETING MINUTES

November 8, 2017 @ 9:00 a.m.
Board Room, META Solutions Building

Board of Directors present for the meeting:

Jim Craycraft
Fran Voll
Ray Funk

Board of Directors absent for the meeting:

Kate Fisher

Meeting Participants

Adam Clark – Executive Director of TRECA Digital Academy
Jessica Wake – Treasurer of TRECA Digital Academy

Agenda & other items of concern

- A. “RESOLVED, that the Board of Directors approves the minutes from the October 11, 2017 regular meeting as submitted.”**

Fran Voll moved to approve item 6A, Jim Craycraft seconded the motion

Ayes: Fran Voll, Jim Craycraft, Ray Funk
Nays: None

Ray Funk declared the motion approved.

- B. “RESOLVED, that the Board of Directors approves the minutes from the October 25, 2017 special meeting as submitted.”**

Jim Craycraft moved to approve item 6B, Ray Funk seconded the motion

Ayes: Fran Voll, Jim Craycraft, Ray Funk
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, Jim Craycraft seconded the motion

Ayes: Jim Craycraft, Fran Voll, Ray Funk

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.”

- **Lynda.com Subsrcription - \$7,500**
- **PartPoint Computer Parts - \$8,46140**
- **Verudix Portal Development - \$5,530**
- **Refurble Student Computers - \$109,950**

Fran Voll moved to approve item 7B. Ray Funk seconded the motion

Ayes: Fran Voll, Jim Craycraft, Ray Funk

Nays: None

Ray Funk declared the motion approved.

C. “RESOVLED, that at the recommendation of the Executive Director, the Board of Directors approve the following personnel action item(s).

- **Resignation of Jeffrey DeRamus as Sr. Adult Learning Specialist, effective October 31, 2017.**
- **Hire of Sarah Vecenzo as Case Manager, effective October 31, 2017.**

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

Ayes: Fran Voll, Jim Craycraft, Ray Funk

Nays: None

Ray Funk declared the motion approved.

D. *RESOLVED, that at the recommendation of the Executive Director, the Board of Directors approves the attached instructional service agreements for the 2017-2018 school year between TRECA Digital Academy and the following,*”

- Cardington Lincoln Local
- Midview Local

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

Ayes: Fran Voll, Jim Craycraft, Ray Funk

Nays: None

Ray Funk declared the motion approved.

E. Discussion Items

- **Board of Directors term rotation** – The board discussed staggering terms of the existing members, to avoid all members coming to term at the same time. Code of Regulations establishes terms to be three years.
- **Board Member Vacancy** – A list of potential candidates for the vacancy has been generated and shared with Tri-Rivers (sponsor) for approval.
- **FY17 Audit Engagement Letter**

- **Budget Revision Process** – Treasurer, Jessica Wake, initiated discussion for how budget changes should be brought before the board in the future.

Fiscal Officer Report

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

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

Ayes: Fran Voll, Jim Craycraft, Ray Funk

Nays: None

Ray Funk declared the motion approved.

B. “RESOLVED, that the Board of Directors approve the Memorandum of Agreement of Active and Interim Deposits with Fahey Banking Company as submitted.”

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

Ayes: Fran Voll, Jim Craycraft, Ray Funk

Nays: None

Ray Funk declared the motion approved.

Sponsor Report & Feedback

The result of Tri-Rivers 2016-2017 High Stakes Review of TRECA Digital Academy was shared with the board. The report consists of academic, operational, fiscal and governance components. Tri-Rivers found TRECA to be meeting standards in all areas.

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 10:43 a.m.

The next meeting of the TRECA Digital Academy Board of Directors will be December 13th at 9:00 a.m. at the META Solutions building TRECA board room.