

**Fairborn Digital Academy  
Board of Directors Meeting Minutes  
October 20, 2025  
57 East Dayton-Yellow Springs 8:30 AM**

Our Mission:

Fairborn Digital Academy is a school-of-choice providing student-centered and personalized educational experiences resulting in a culture of academic excellence for at-risk students.

**Call to order** Time: 8:45 a.m.

**Board members present:** Nancy Sturtz, President; Thomas Baugh; Jane Doorley; Miranda Morrison.

**Non-officios present:** Erik Tritsch, Executive Director; Dave Stevens, Treasurer, via phone; Jessica Biggers, Principal

**Ex-officios present:** Heather D'Agostino.

**Sponsor Representative:** Kristen Franz

**I. Public Comment**

Jane Doorley - Erik's presentation to the Fairborn Rotary Club was very good.

**II. Approval of minutes of September 22, 2025, meeting**

Further, that such minutes be approved.

Moved: Jane Doorley; Seconded: Thomas Baugh. Motion carried.

**III. Treasurer's report and approval**

Further, that the treasurer's report be approved.

Moved: Thomas Baugh; Seconded: Jane Doorley. Motion carried.

**IV. Executive Director's report**

Charter School Specialists - Kirsten Franz

-Commented on FDA's "fantastic report card".

-Must have a crisis hotline phone number posted somewhere that students can readily see it, such as a screen saver, ID card, or planner.

-Need to have a cell phone policy. Erik says he is working with our legal team to get that done as we are a 24/7 school.

Open Meetings and Public Records

(<https://charterschoolspec.com/board-trainings/>)

-Reminder for this to be done for compliance, preferably before 1 January.

Budget

AI Owl

-AI training group grant money is to train staff how to use AI appropriately in school.

## **Executive Director's report (continued)**

### **Annual Report**

- There is a mistake on page 14. "Total Receipts and Expenditures for FY24" should be "....FY25".
- Due for compliance by 24 October. Must be made available to the public by 30 October.

## **V. Business**

1. Approve resignation of Amy Brooks from Fairborn Digital Academy's Board of Directors.

Moved: Jane Doorley; Seconded: Thomas Baugh. Motion carried.

2. Approve Miranda Morrison as a member of Fairborn Digital Academy's Board of Directors.

Moved: Thomas Baugh; Seconded: Jane Doorley. Motion carried.

3. Approve Credit Card Report.

Moved: Jane Doorley; Seconded: Thomas Baugh. Motion carried.

4. Approve Verification of Enrollment.

Moved: Jane Doorley; Seconded: Thomas Baugh. Motion carried.

5. Approve graduation of James Beam and Ginger Christopher having met all State and FDA requirements.

Moved: Thomas Baugh; Seconded: Miranda Morrison. Motion carried.

6. Approve FY26 Budget.

Moved: Thomas Baugh; Seconded: Miranda Morrison. Motion carried.

7. Approve training for 17 staff with AI Owl for \$2,000.00 per user totaling \$34,000.00 to be paid for with Title I Supplemental School Improvement grant.

Moved: Miranda Morrison; Seconded: Jane Doorley. Motion carried.

8. Approve Annual Report for 2024-2025.

Moved: Jane Doorley; Seconded: Thomas Baugh. Motion carried.

## **Good of the Order**

Nancy Sturtz - Welcome to new board member, Miranda Morrison.

Erik Tritsch - Enrollment is up by 18 students from last month.

Jane Doorley - Is AI Owl a one time training? Erik Tritsch replied it is and stated there are options for one six hour session, or two three hour sessions. He is leaning toward two three hour sessions.

Kudos to Jessica for everything she does.

Really great job on the presentation Erik did for the Fairborn Rotary Club.

Miranda Morrison - Thank you to the Board for the opportunity to serve. Hopes to learn and understand quickly and asks for patience while she does.

## **VI. Adjournment**

Moved: Thomas Baugh; Seconded: Miranda Morrison. Motion carried.

**Next Directors Meeting November 17, 2025, at 8:30 a.m.**

**Date Approved:** November 17, 2025

**Nancy Sturtz, President** \_\_\_\_\_

**David Stevens, Treasurer** \_\_\_\_\_