

Fairborn Digital Academy
Board of Directors Meeting Minutes
September 29, 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: 8:30 a.m.

Board members present: Nancy Sturtz, President; Paul Newman, Sr., Vice-President; Thomas Baugh; Amy Brooks; Jane Doorley.

Non-officios present: Erik Tritsch, Executive Director; Dave Stevens, Treasurer (via phone); Jessica Biggers, Principal; Courtney Patrick, Vice-Principal.

Ex-officios present: Hope Young, Kim Sherwood.

Sponsor representative present: Frank Stoy.

I. Public Comment

II. Approval of minutes of August 18, 2025, meeting

Further, that such minutes be approved.

Moved: Thomas Baugh; Seconded: Paul Newman, Sr. Motion carried.

III. Treasurer's report and approval

Further, that the treasurer's report be approved.

Moved: Paul Newman, Sr.; Seconded: Amy Brooks. Motion carried.

IV. Executive Director's report

Charter School Specialists - Frank Stoy

Check the Sponsor Connection for information on contract modifications, if needed, and the time link with important due dates.

Sponsor appreciates consistency in finances.

If you need help understanding new HB 96 - check link below.

Open Meetings and Public Records (<https://charterschoolspec.com/board-trainings/>)

Conflict of Interest

3 Year Forecast - Dave Stevens

Now due August 31st and February 28th. Federal Grant possibilities have increased.

Policies - a few more coming.

Memorandum of Understanding with Sinclair Community College Fast Forward Program -

Jessica Biggers - Gives us access to the You Science program (ages 14-22). Helps kids get back on track, and help with housing.

Courtney Patrick - Gives career assessment and information on 2 and 4 year programs, and education certificates.

Imagine Learning MyPath - works with Renaissance Star (approved by vendor).

Constant Contact - send newsletters to those who are interested.

Cintas - new floor mats, cleaned and replaced monthly.

Ohio School Board Association Capital Conference

25 Year Veteran Award to be presented to Nancy Sturtz.

Ohio Association of Administrators of State and Federal Educational Programs Conference

Personnel - New board member, Miranda Morrison (parent representative) pending approval.

Current board member, Amy Brooks, leaving in October

V. Business

1. Approve verification of enrollment.

Moved: Amy Brooks; Seconded: Jane Doorley. Motion carried.

2. Approve graduation of Kamryn Demolet-Roark, Elijah Gonzalez, Akira Mefford, and Collin Smith having met all State and FDA requirements.

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

3. Approve 3-Year Forecast.

Moved: Thomas Baugh; Seconded: Paul Newman, Sr. Motion carried.

4. Approve Policies 6.18 (Student Discipline), 6.19 (Code of Student Conduct), 7.04 (Promotion, Placement, and Retention), 7.05 (Remediation/intervention Program for Reading Skills), 7.40 (Career-Technical Education Credit Transfer Courses), 8.00 (Budget Planning and Appropriations Measures), 8.18 (Inventory and Disposition of Equipment and Unused Supplies Obtained with Federal Awards), 9.23 (HIV/Aids).

Moved: Amy Brooks; Seconded: Jane Doorley. Motion carried.

5. Approve MOU with Sinclair Community College's Fast Forward Program.

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

6. Approve contract with Imagine Learning for MyPath software for \$10,500.00 for FY26.

Moved: Thomas Baugh; Seconded: Paul Newman, Sr. Motion carried.

7. Approve Constant Contact for \$122.40 for one year.

Moved: Paul Newman, Sr.; Seconded: Amy Brooks. Motion carried.

8. Approve contract with Cintas for 3 carpets with monthly cleaning for \$57.50 per month.

Moved: Amy Brooks; Seconded: Jane Doorley. Motion carried.

9. Approve registration (\$395.00 each) and expenses for 2 people to attend the OSBA Capital Conference in Columbus, Ohio November 16-18, 2025.

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

10. Approve registration (\$550.00) and expenses for Executive Director to attend the OAASFEP Conference in Columbus, Ohio October 27-28, 2025.

Moved: Thomas Baugh; Seconded: Paul Newman, Sr. Motion carried.

11. Approve retirement of Kimberly Sherwood effective February 27, 2026.

Moved: Paul Newman, Sr.; Seconded: Amy Brooks. Motion carried.

12. Approve Icori, LTD for general contracting at a rate of \$34.00 per hour not to exceed 200 hours for FY26. Work to be overseen by the Executive Director.

Moved: Amy Brooks; Seconded: Jane Doorley. Motion carried.

Good of the Order

Paul Newman, Sr.: Are we happy with Charter School Specialists as our sponsor?

Erik Trisch - yes.

Congratulations to Nancy Sturtz on the 25 year veteran award.

Thank you to Amy Brooks for her years of service.

Thank you to Kim Sherwood.

Thomas Baugh: Thank you to Amy Brooks for her service.

Jane Doorley: "Ditto" to what Paul said.

Congratulations on the great article in the Fairborn Daily Herald!

Amy Brooks: Congrats to Nancy Sturtz and Kim Sherwood.

Jessica Biggers: Grateful for Amy Brooks service.

She created a list of mental health resources for families, and it is still being used.

VI. Adjournment

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

Next Directors Meeting October 20, 2025, at 8:30 a.m.

Date Approved: _____

Nancy Sturtz, President_____

David Stevens, Treasurer_____