

Fairborn Digital Academy
Board of Directors Meeting Minutes
July 29, 2024
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 8:35 a.m.

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

Non-officios present: Erik Tritsch, Executive Director; Dave Stevens, Treasurer.

Sponsor Representative: Kelly Brown.

I. Public Comment

II. Approval of minutes of June 17, 2024, 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 - Kelly Brown

FDA met and exceed all expectations on all reports.

Erik Tritsch - Reports show FDA having a decrease in enrollment. This is incorrect, and needs to be reviewed differently to reflect our increased enrollment.

Assurances are open.

Ohio Association of EMIS Professionals (OAEP) Memberships

MVECA VoIP Services

ParentSquare

Maximum Potential

5 Star Plumbing

1-800-Got Junk

Stipend

ITIP Google Conference

LED Lighting

Ansul Hood System

GRADS Membership

V. **Business**

1. Approve verification of enrollment.

Moved: Amy Brooks; Seconded: Thomas Baugh. Motion carried.

2. Approve credit card report.

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

3. Approve OAEP membership for Kim Sherwood (\$50.00), Donna Smalt (\$40.00), and Heather D'Agostino (\$40.00).

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

4. Approve VoIP services through MVECA for 3 years at \$3,246.50 per year.

Moved: Amy Brooks; Seconded: Thomas Baugh. Motion carried.

5. Approve contract with ParentSquare for FY25 for \$3,025.00.

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

6. Ratify contract with Maximum Potential for \$9,000.00 for Lean Six Sigma Training for 5 participants and curriculum.

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

7. Ratify contract with 5-Star Plumbing to complete plumbing work for washer and dryer for \$13,615.12.

Moved: Amy Brooks; Seconded: Thomas Baugh. Motion carried.

8. Approve contract with 1-800-Got-Junk for removal of large equipment for \$758.00.

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

9. Approve Hope Young for a Building Leadership Stipend of \$1,000.00.

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

10. Approve registration of up to four staff to attend the ITIP Google Conference for \$244.00 each plus expenses.

Moved: Amy Brooks; Seconded: Thomas Baugh. Motion carried.

11. Approve contract with Alliance Electric to install LED lights for \$33,500.00.

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

12. Approve contract with TC Sheet Metal to purchase and install an Ansul hood for \$19,500.00.

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

13. Approve FY25 GRADS Membership for \$7,000.00.

Moved: Amy Brooks; Seconded: Thomas Baugh. Motion carried.

V. **Good of the Order**

Paul Newman, Sr. - Thank you for the fabulous graduation ceremony last month! The way the chairs were lined up, and the students marched into "Pomp and Circumstance" while their families applauded was perfect!

Erik Tritsch - It was the best graduation yet. The new changes were implemented by Donna Smalt, Heather D'Agostino, and Kim Sherwood.

Paul Newman, Sr. - Please express our kudos to them. A few suggestions... When we call up the seniors for instruction, go ahead and let the audience start eating. Ask Wright State University to set up an American flag on the podium, and take the tops off of the trash cans to be able to put more trash in them.

Erik Tritsch - Be sure to see the new counter and cabinets in the front office and in the kitchen. The stove will be hooked up soon along with the Ansul hood. This week the washer and dryer will be delivered.

Paul Newman, Sr. - The new facade on the outside of the building looks great!

VI. **Adjournment**

Moved: Thomas Baugh; Seconded: Amy Brooks. Motion carried.

Next Directors Meeting August 19, 2024, at 8:30 a.m.

Date Approved: _____ **August 19, 2024** _____

Nancy Sturtz, President _____

David Stevens, Treasurer _____

