

**Fairborn Digital Academy
Board of Directors Meeting Minutes
November 13, 2023
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: 8:30am

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

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

Ex-Officios present: Kim Sherwood.

Sponsor representative present: Frank Stoy.

I. Public Comment

Courtney Patrick read a prepared statement concerning the importance of secretary Donna Smalt's involvement in the graduation ceremony. Donna interacts with all of our students and the staff feels that she is a major part of their experience here at FDA. Kudos and great appreciation were expressed from all present to Donna Smalt!

II. Approval of minutes of October 23, 2023, meeting

Further, that such minutes be approved.

Moved: Paul Newman, Sr.; Seconded: Jane Doorley. Motion carried.

III. Treasurer's report and approval

Further, that the treasurer's report be approved.

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

IV. Executive Director's report

Sunshine Law Training. <https://sunshinelaw.ohioattorneygeneral.gov>

Charter School Specialists - Frank Stoy

Steve Dackin is new superintendent of the new Department of Education/Workforce -
And is friendly to alternative schools

We have a good report on our finances.

DO7 Report is a summary of the previous year.

Work Based Learning Update - Courtney Patrick

Idea came from a leadership class, working with Findley school for guidance.

Last year - started with 8 students, this year we have 46 students!

We set goals and complete evaluations from the employer and the student.

Have awarded 31 ½ credits over 2000 hours of attendance

Erik Tritsch - We have 81% attendance for first quarter (usually around 70%).

Attendance is still at 77% without Work Based Learning.

Students can earn Ohio Means Jobs Seal through this program.

Jessica Biggers - Also helps with School Forward English test and Work-Force Literacy from the sponsors.

We are advocates for attendance at the Greene County Career Center.

Jane Doorley - FISH work with Strong Family Initiative - they can provide a stipend for transportation for jobs.

Jessica Biggers and Erik Tritsch would like to partner with Soche and Emerge.

Hope is working on creating a Life Skills course.

5 Year Forecast

Dave Stevens - 3% raises yearly, No ESSER funds now but finances are okay, numbers still look strong - a good sign.

Emergent 3

Software (app) in case of disasters.

Tracks where people are in the building.

Can be shared with first responders.

Q-Interactive

Interactive program to help with special-ed needs.

We have many new students with evaluation requirements.

Lease Update

Working with our landlord on roof and HVAC.

Working with Fairborn city on problems with facade - lots of paperwork.

Should be repaired by January 1st, 2024.

Possible 3 year extension on lease with no increase in rent.

Property on Broad Street is a possibility (old St. Francis store).

Ohio Educational Technology Conference (OETC) February 13-15, 2024

Full Time Hire - Dirk Webb, Intervention Specialist

Will work on career readiness.

Erik Tritsch - exploring what businesses are looking for in employees - Quickbooks and Microsoft Office Skills.

V. Business

1. Approve graduation of Conner Lewis, having met all State and FDA requirements.

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

2. Approve verification of enrollment.

Moved: Paul Newman, Sr.; Seconded: Jane Doorley. Motion carried.

3. Approve 5 Year Forecast.

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

4. Approve purchase of 3-year license and onboarding of E3 Application and Services for \$5,500.00 to be paid for with OFCC Security Grant.

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

5. Approve purchase of Standard License of Q-Interactive software for \$285.00.

Moved: Paul Newman, Sr.; Seconded: Jane Doorley. Motion carried.

6. Approve registration (\$260.00 each) and associated costs to attend OETC for two Administrators/Accountability Coaches February 13-15, 2024.

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

7. Approve contracted pay through GCESC for Dirk Webb as Intervention Specialist/Accountability Coach for \$34,508.11 for 152 days (prorated to 86 days) for the 2023- 2024 school year with the option to work up to 10 additional days at \$227.03 per day to be tracked via timesheet starting January 16, 2024.

Moved: Jane Doorley; Seconded: Paul Newman, Sr. Motion carried.

VI. Good of the Order

Graduation Review - Thanks to Paul from FDA staff for help in obtaining funding for graduation gowns.

Thomas Baugh - Thanks to Courtney for great work on the Work Study Program.

VII. Adjournment

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

Next Directors Meeting December 18, 2023, at 8:30 a.m.

Date Approved: _____

Nancy Sturtz, President _____

David Stevens, Treasurer _____