

MINUTES

<u>FCLA Governing Board Retreat</u>	<u>7 am</u>	<u>7:45 am</u>
Type of Meeting	Start Time	Adjournment Time
<u>Monday, March 13th</u>	<u>1080/google meet link</u>	<u>Julia Squier</u>
Date	Meeting Location	Recorded by

1. **Attendance/Introductions:** Gregg Syring, Kevin Tubbs, Patrick Lee, Julia Squier, Kara Harbick, Jean Pynenberg
2. **Approval of February Minutes:** Kevin motioned to approve February minutes; Gregg 2nd; no objections - minutes approved unanimously
3. **Monthly Reports/Action:**
 - a. **Enrollment/Re-Envision Update – (Patrick)** current numbers in respective 9-12 grades: 8, 10, 9, 13, so 40 confirmed; current enrollment is 54; meeting with prospective teachers in 2 weeks, specifically marketing/computer science; will meet with entire staff after; Jean Pynenberg will accept entire FTE at Einstein and will not be with FCLA next year – thank you for your dedication to FCLA through the years; Patrick sent letter to parents talking about additional marketing/computer science addition; upper class students concerned with electives vs core classes – Jean reassured students they will get credits they need to graduate; change is necessary (based on our enrollment) but difficult – over communicate rather than under communicate is critical
 - b. **Cash Flow Update – School and 501c3 accounts (Patrick/Julia)** – Patrick will email Julia updated numbers for this month; 501c3 received last deposit from AmazonSmile of \$20.58 so current balance is \$1557.03; Kelly Camber stipend expense for internship supervision – 1 student – upcoming in spring
 - c. **Community Connections Update (Jean)** – History Museum has ongoing interest to work with FCLA students – 2 full days is their request, but it does not work with student schedules; senior exit interview requests coming; might not run senior seminar – only senior workshop – to give students opportunity to get credits needed with some transitioning to North; Seniors will create trifold for Senior Recognition as last year
4. **Marketing/Recruitment Plan by month**

- a. **School visits updates**– completed for 2023; Patrick has contacts/registration processes documented for each school for future; Patrick will email potential ABC student
 - b. **Senior Recognition – Sunday, May 21st reception starting at 6 pm in the Appleton North Commons** – send invites early; Julia will reach out to Jean to determine time to come to senior seminar/workshop
 - c. **Chipotle Night – earnings to split with Feeding America and food drive update;** earned about \$80.06; Julia will reach out to FCLA student regarding food drive
 - d. **Facebook/Social Media plan/advertising – Heather is posting regularly;** Patrick will work with Heather to promote updates regarding FCLA
 - e. **Farmer’s Market – wait list for non-profits** – no update
 - f. **North outreach** - \$1000/\$1500 from dance and Patrick continues to try to promote FCLA when possible
 - g. **District marketing meeting – next meeting/update** – Julia will ask Matt regarding attending virtually on Thursday, March 16; mall outreach date being confirmed
5. **Adjourn:** Kara motion to adjourn and Gregg 2nd – unanimously agreed to adjourn