

MINUTES

FCLA Governing Board Meeting	7 am	8:02 am
Type of Meeting	Start Time	Adjournment Time
Monday, October 14th	1085/google meet link	Julia Squier
Date	Meeting Location	Recorded by

- 1) **Meeting Called to Order** – at 7:05 am
- 2) **Attendance/Introductions** - Dave Christianson, Julia Squier, Todd Schultz, Patrick Lee, Kevin Tubbs, Lori Krueger, Kristie Moder
- 3) **Approval of September Minutes** – Todd motioned to approve Sept minutes; Dave 2nd; passed unanimously
- 4) **Governing Board Goals** – board and board officers met outside of regular meeting to determine measurable goals to guide the school year
 - a) Board Membership-
 - i) Increase board membership with a total of 3 new members, preferably two from the Freshman class, and one from the sophomore class by the end of the 24/25 school year.
 - ii) Julie Erdman will be the sub-committee leader – has already worked through outreach from contacts made at Open House; Feeding America Wednesday (40) & Thursday (33) and possible chaperone help needed on Thursday; parents available to help? (parents might already be vetted to chaperone events; Heather can possibly post within the newsletter – Patrick will talk to Heather about parent request for vetted chaperones for events); 2:45 pm leave time because of bus issue (Julia will email contact at Feeding America to confirm)
 - b) Additional Subcommittees
 - i) Amazon Wishlist – no immediate need right now; staff will update as needed
 - ii) Apparel Orders (Julie) – work in progress through relative; Julie is getting pricing
 - iii) Fundraising – raise based on goal; think big – leadership curriculum?; confirmed: Panera Bread (Mall location) from 4-8 pm on Wednesday, October 23rd, 2024 & Chipotle (Mall location) from 4-8 pm on Wednesday, January 22nd, 2025; **\$510.22** was profit from Chick-fil-A fundraiser at Homecoming
 - iv) Alumni Outreach – snail mail letter with code to scan asking for survey regarding student current status for Alumni highlight in newsletter/social media; ask for donation; all with codes to survey and donation; goal to have out before Thanksgiving
- 5) **Principal Goals**
 - a) 10% of time dedicated to FCLA per week; 6th period will be scheduled plus other times when available
 - b) Have greater than or equal to a 95% student retention rate (enrollment update) – **77** current students – one freshman dropped at the end of Sept; Lori monitors during counselors meetings; Lori and Kristie continually monitor students who leave; how can Patrick be involved – process usually involves Lori will ask student leaving to connect with Kristie to solidify credit status, student get parent permission, email will include Patrick so he can report to board and Patrick will follow-up with student with an exit interview

- i) Provide a budget/resource financial needs for the school calendar year – Patrick would provide balance of E10 accounts & activity account relative to budget (could be posted ahead of time on board platform also) – wants to meet with Kristie and staff to determine a wish list, hoping to establish by January; we will learn in early November an updated Friday count amount from district (78 total); **\$3158.66** is balance in activity account; E10 account balance pending from AASD as well as 3rd Friday count deposit

6) Staff Goals

- a) Communication with parents (what can this goal look like to increase communication) – curriculum update (newsletter posted on platform also); Feeding America dates: Oct 16 & 17; Canvass page with updates being sent to parents weekly – great addition
- b) New student recruitment, the goal is to recruit 40 students per year
 - i) X number of shadow days – will determine at October staff in-service day for November postcard mailing
 - ii) X number of school visits – student visits already in contact with Darien at KA; Classical counsel has been contacted for dates in November/December
 - iii) Student leaders to run– Levi and Rayana
- c) Develop a “BHAG” for the curriculum-ex. Covey leadership curriculum

7) Board Communication

- a) Electronic file and communication platform utilization – 501c3 account balance is **\$936.52** (statements would be posted monthly on the platform also)
- b) Potential use of Microsoft 365 for non-profits \$2 per user per month – Teams platform for Board communication; Todd will reach out to district tech people to guide communication platform decision; Dave can reach to his contacts regarding MS teams for nonprofits

- 8) **Meeting Adjourn** at 8:02 am; motion to adjourn by Dave; 2nd by Todd; passed unanimously

**Additional discussions: limited common planning time for staff on a weekly basis – email communication only with in-service meeting time once a month; place Principal and Staff goals first on agenda for November meeting