

MINUTES

FCLA Governing Board Meeting	7:02 am	8:22 am
Type of Meeting	Start Time	Adjournment Time
Monday, November 11th	1083/google meet link	Julia Squier
Date	Meeting Location	Recorded by

- 1) **Meeting Called to Order** – Todd S called the meeting to order at 7:02 am
- 2) **Attendance/Introductions** - Dave Christianson, Julia Squier, Todd Schultz, Patrick Lee, Kevin Tubbs, Lori Krueger, Kristie Moder, Julie Erdmann
- 3) **Approval of October Minutes** – Dave made a motion to approve October minutes; Julie 2nd; passed unanimously
- 4) **Staff Goals**
 - a) Communication with parents – MyLC emails are not being received by all parents (Patrick is in contact with MyLC admin to fix problem) but the Canvas updates Kristie sends are super helpful; started next 5 weeks – seniors working on world history; mini research project in lower grades to prep for capstone; Lori working with students with common app for students applying to colleges
 - b) New student recruitment, the goal is to recruit 40 students per year
 - i) 4 shadow days scheduled - Thursday, December 5, 2024 (KA), Tuesday, December 10, 2024 (Classical, Einstein & Fox River Academy), Thursday, January 9, 2025 (any), Thursday, January 23, 2025 *afternoons only 12:30-2:30 pm
 - ii) X number of school visits - Isaac Davis, sophomore, is coordinating shadow days and outreach to Juniors and Seniors, highlighting senior capstone project – special shadow day for seniors; Nov 22nd - going to Fox River Academy for a visit; Darien helping with visits during non-academic time at KA; working with Mr. Bush to schedule Einstein; Lori said there might be an academic career planning time later in the school year she can attend and counselors are going into North/FCLA classrooms in January to educate students more regarding options/planning
 - iii) November mailer – shorten amount of text; website link on backside; white version for 2nd page
 - c) Develop a “BHAG” for the curriculum-ex. Covey leadership curriculum – no discussion
- 5) **Principal Goals**
 - a) 10% of time dedicated to FCLA per week – scheduled 6th hour approximately 75% of time and occasionally during 8th hour; Sam Heiden has students discussing historical politics; Tricia Israel doing really pertinent ELA content to students’ needs – getting to know students
 - b) Greater than or equal to a 95% student retention rate – enrollment update – two students dropping at semester (freshmen); Patrick will be meeting with before exit to discuss credits and educate regarding grading; understandable with a larger group of 44 that it might not be a perfect fit for all 44; Kristie has been meeting with students and educating regarding grading/credits/options/best fit
 - c) Provide a budget/resource financial needs for the school calendar year – E10 accounts & activity account relative to budget – work in progress because E10 accounts just posted; Patrick is following up regarding **correct** 3rd Friday count – will have accurate update next month; activity account \$3158.66

6) Governing Board Goals

- a) Board Membership – goal is 3 new members, preferably two from the Freshman class, and one from the sophomore class by the end of the 24/25 school year
 - i) Board membership update (Julie) – Julie not having too much luck with people responding; she will draft additional email and add Patrick's name – will send to team to review; Heather will follow up with outreach in quarterly newsletter and will post in advance on social media, as well as volunteer request; Jackie tried to meet virtually today – Julie will follow up with her
 - ii) Additional outreach – ask for board members will be in alum outreach letter
- b) Fundraising Subcommittee – goal setting; think big – leadership curriculum?
 - i) Amazon Wishlist – items will be added as needs arise for staff
 - ii) Apparel Orders (Julie) – two major sales (Christmas time and spring), not little ones over time; have both cheaper and more expensive options; hoodie and t-shirt options, as well as popular accessories; Julie will email pricing options; get cost for small stickers to give out at shadow days (die cut and square cut costs – Julie will ask)
 - iii) Restaurant Nights - Panera Bread raised \$46.10 – use toward shadow day and school visit costs (food, stickers, etc); Chipotle (Mall location) from 4-8 pm on Wednesday, January 22nd, 2025 confirmed
- c) Alumni Outreach – Julie will forward survey to Julia – she will get to Heather to create google survey link and create code; continue discussion at next meeting regarding... what is specific goal?

7) Board Communication

- a) Electronic file and communication platform utilization – 501c3 account balance is \$936.52 (statements would be posted monthly on the platform)
- b) Potential use of Microsoft 365 for non-profits \$2 per user per month – Dave will talk to contact regarding set up of platform and cost will be covered by board member donations

8) Meeting Adjourn – Dave motioned to adjourn at 8:22; Todd 2nd; passed unanimously