

MINUTES

<u>FCLA Governing Board Meeting</u>	<u>7 am</u>	<u>8:21 am</u>
Type of Meeting	Start Time	Adjournment Time
<u>Monday, December 9th</u>	<u>1083/google meet link</u>	<u>Julia Squier</u>
Date	Meeting Location	Recorded by

- 1) **Meeting Called to Order** - Kevin called the meeting to order at 7:02 am
- 2) **Attendance/Introductions** - Dave Christianson, Julia Squier (virtually), Todd Schultz, Patrick Lee, Kevin Tubbs, Julie Erdmann. Kristie Moder
- 3) **Approval of November Minutes** - Dave made a motion to approve November minutes; Todd 2nd; passed unanimously
- 4) **Staff Goals**
 - a) Communication with parents – Canvas update sent Friday to parents with North shadow day on Friday (1 signed up) – posters promoting with QR code throughout the school; question regarding view current grades - current grades will be under progress – Dave will send screen shots to Patrick to make more user-friendly in MyLC
 - b) New student recruitment, the goal is to recruit 40 students per year
 - i) 4 shadow days scheduled - Thursday, December 5, 2024 (KA) – 23 total students from KA and Classical attended with 8 signed up for 2025/2026 school year – lots of interest and successful day; future dates scheduled: Tuesday, December 10, 2024 (3 signed up) (Classical, Einstein & Fox River Academy), Thursday, January 9, 2025 (1 signed up) (for any school but push for Einstein students), Thursday, January 23, 2025 (1 signed up) *afternoons only 12:30-2:30 pm
 - ii) X number of school visits – Einstein changed to lunch hour visits, same at KA, which is challenging; our school video did go out to all school counselors and one-page info brochure; Dave Mueller will send info home in Einstein newsletter; Dave C dropped off flyers for charter school board for posting and will double check it gets posted; talked with Magellan students; Classical is not responding; Fox River Academy very responsive
 - iii) November mailer update – mailers went out to 8th grade students and alum parent letter; glitch with survey but Heather fixed; Julia will monitor survey responses and follow up with texts and emails to parents and students
 - iv) Upcoming Events - Charter School Fair set for Sat, January 11th from 10-noon at Appleton West; Monday, January 6th at North Commons for Explore from 6-7:30 pm
 - 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 – have been present during 6th hour every day and in classes and touch base with teachers
 - b) Greater than or equal to a 95% student retention rate – one 9th grade student leaving to go fulltime at North; not a good fit
 - c) Provide a budget/resource financial needs for the school calendar year – E10 accounts & activity account relative to budget; carryover \$296.65 from last year included in \$1959.22 this year, plus reimbursement of \$1158 so total is \$3117.22; \$3158.66 in activity account; what are anticipated expenses – bussing, curricular, supplies, guest speakers – Patrick will talk with staff regarding short-term and long-term wishes

(refurbish FCLA to leadership hub and 1080/1082, apparel, bus, partnerships, lead teacher budget, leadership speakers, curriculum, staff attending conference); \$44,000 is one-time purchases wish list and \$29,000 is yearly recurring costs wish list; sponsorship – promote as opportunity to impact future leaders in our leadership speaker series and possible internship partners; Kevin will reach out to Community Foundation for suggestions for best fit; network business connections from parents; design consultant to donate services?; FCLA projected at 88 students next year by AASD

d) AASD Charter School update – none; application live

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 spoke with Grace’s mom and is very interested, but this time of day for meetings is super challenging for her

ii) Additional outreach – Julia will follow up with Alum interest from mailing

iii) Parent outreach – targeted outreach based on their occupation/interests; we are looking for individuals to help with...; match students with job shadow/internship;

b) Fundraising Subcommittee – goal setting; think big – leadership curriculum?

i) Amazon Wishlist – no discussion

ii) Apparel Orders update (Julie) – has 3-4 week turnaround time; one example - white t-shirt with full color at \$5.85 and \$15 set up charge, stress balls at approximately \$2, pens approximately 60 cents, stickers with circle 65 cents, tumbler option is about \$15; online order store an option?; order apparel for staff; Bonfire website for ordering portal an option?; Julie will present more detail and online options for next meeting

iii) Restaurant Nights – Chipotle (mall location) Wednesday, January 22nd, 2025 confirmed from 4-8 pm

c) Alumni Outreach – mailing sent

7) **Board Communication**

a) Electronic file and communication platform utilization – 501c3 account balance is \$982.62 with \$46.10 deposit from Panera fundraiser (statements would be posted monthly on the platform); Todd’s volunteer efforts - cutting a check for \$200 through Brevity – will be deposited after the end of the month

b) Potential use of Microsoft 365 for non-profits \$2 per user per month – Kevin applied but grant rejected through Microsoft; he will reapply with fee-based application; Todd, Julie and Dave will create survey and store for entire school use – we are looking for parents to share interest/talents with no immediate volunteer ask

8) **Meeting Adjourn** - Kevin motioned to adjourn at 8:21 am