

MINUTES

FCLA Governing Board Meeting	7 am	7:49 am
Type of Meeting	Start Time	Adjournment Time
Monday, January 13th	1083/google meet link	Julia Squier
Date	Meeting Location	Recorded by

- 1) **Meeting Called to Order** - Kevin called the meeting to order at 7:03 am
- 2) **Attendance/Introductions** - Dave Christianson, Julia Squier, Todd Schultz (virtually), Patrick Lee, Kevin Tubbs. Lori Krueger, Kristie Moder, Kim Goodwin and Tracy Longtine (Two parents joining – interest in board.)
- 3) **Approval of December Minutes** - Dave made a motion to approve November minutes; Lori 2nd; passed unanimously
- 4) **Staff Goals**
 - a) Communication with parents – blood molecule projects on display; finishing book analyses; credit checks and planning coming up at semester plus discussions regarding suggestions for workshops for next semester; common planning time on Friday – to work through upcoming semester; civics, ELA and history get accumulated from all staff; Julia will work with Kristie to set Feeding America dates
 - b) New student recruitment, the goal is to recruit 40 students per year – current student applications at 26 (committed individuals who have attended shadow day) with overall enrollment at 93 (working toward 97)
 - i) 4 shadow days scheduled - Thursday, January 9, 2025 (any), Thursday, January 23, 2025 *afternoons only 12:30-2:30 pm
 - ii) school visits – all visits have concluded; presentation by Lori to all K-12 counselors on Friday regarding FCLA
 - iii) review of Explore and Charter School Fair – Explore successful with info regarding shadow days/application – well-attended with many students and parents; Fair had less attending but positive (more elementary school parents present), but better attendance than at East/City Center
 - c) Develop a “BHAG” for the curriculum-ex. Covey leadership curriculum – no discussion
 - d) FCLA Student Handbook – Authorizer Checklist (Al Brant); abbreviated version is posted online; Kristie will update
- 5) **Principal Goals**
 - a) 10% of time dedicated to FCLA per week – going well; observing teaching and interacting with students
 - b) Greater than or equal to a 95% student retention rate – 5 total leaving (2 leaving at semester in 10th and 11th grade; 3 freshman); exit interviews with students and parents are necessary
 - c) Provide a budget/resource financial needs for the school calendar year – E10 accounts & activity account relative to budget (\$3158.66 in activity and \$3109.28 in E-10 accounts); no major expenses
- 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) – 2 parents attended today – 1 interested in board involvement; we would really like representation at the Freshman and senior level; Julia gave her cell phone to Tracy
- ii) Additional outreach – work in progress – some interest from Alumni on survey (Julia will be following up)
- b) Fundraising Subcommittee – Kevin will be meeting with someone from the Community Foundation and Todd will join that meeting – help guide non-profits in the area to find donors, ideally on annual basis
 - i) Amazon Wishlist – things will be added during end of semester; Heather can promote to parents in next newsletter
 - ii) Apparel Orders update (Julie) – discussion for next meeting
 - iii) Restaurant Nights – Chipotle (mall location) Wednesday, January 22nd, 2025 confirmed from 4-8 pm; Heather will be promoting on social media
- c) Alumni Outreach update (Julia) – work in progress; one response from a parent and 6-7 students; students contacted via text; parents sent letters with snail mail; Julia will follow up with students regarding wanting more info about being a board member and plans to follow up with parents via text link
- d) Board Handbook - Authorizer Checklist (Al Brant) – accumulate documents into one document to submit by August 2025

7) Board Communication

- a) Electronic file and communication platform utilization – 501c3 account balance is \$1176.82 with \$194.20 deposit from Benevity for Todd's volunteer hours (statements would be posted monthly on the platform)
 - b) Potential use of Microsoft 365 for non-profits \$2 per user per month – update regarding application – Microsoft Academy offered thru AASD Marketing – Kristie would like to see students educated with that platform – addition to students; Microsoft one drive for surveys, documents, etc. for board usage is interest
- 8) **Meeting Adjourn** – Kevin motioned to adjourn at 7:49 am; Dave 2nd; passed unanimously