

# MINUTES

FCLA Governing Board Meeting	7 am	8:16 am
<b>Type of Meeting</b>	<b>Start Time</b>	<b>Adjournment Time</b>
Monday, March 10th	1083/google meet link	Julia Squier
<b>Date</b>	<b>Meeting Location</b>	<b>Recorded by</b>

- 1) **Meeting Called to Order at 7:06 am**
- 2) **Attendance/Introductions** - Dave Christianson (virtually), Julia Squier, Todd Schultz, Julie Erdmann, Patrick Lee, Kevin Tubbs. Lori Krueger, Tracy Longtine
- 3) **Approval of February Minutes** – Todd S made a motion to approve February minutes; Julie E 2<sup>nd</sup>; passed unanimously
- 4) **Staff Goals**
  - a) Communication with parents – receiving canvas reminders regarding specific class-related info, etc.; Newsletter – Heather needs more content for the newsletter, but has been posting Alumni Highlights and current events; Feeding America dates – March 17 & 18 from 1-2:30 pm
  - b) New student recruitment, the goal is to recruit 40 students per year – current applications confirmed at 35 with 4 pending
    - i) 4 shadow days scheduled – no report
    - ii) school visits – none scheduled at this time
    - iii) any additional community outreach – no discussion
- 5) **Principal Goals**
  - a) 10% of time dedicated to FCLA per week – more issue-based involvement this past week related to specific students and was not as present in the classroom
  - b) Greater than or equal to a 95% student retention rate – enrollment update – current enrollment is 70, lost 7 so far; overall 5 ninth graders and 4 tenth graders, 2 of which are leaving at the end of the school year (reasons: too hard, too easy, e-school, home-school, wanted traditional over project based, causing anxiety); projected 92 (one 9<sup>th</sup> graders waiting school choice and two west students pending transportation and one additional pending)
  - c) Provide a budget/resource financial needs for the school calendar year – E10 accounts at \$2868.24 & activity account balance \$3158.66; Appleton Education Foundation fund balance \$3558, but you cannot remove funds until it reaches \$10,000; do we fundraise with a goal of reaching the \$10,000 to be able to draw from the earning; senior parents – pitch ways to give back to school with donation to 501c3 or endowment fund (at Senior Recognition – code on screen and tables)
- 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) – Tracy Longtine, nomination and voting to board; Todd S motions to add Tracy Longtine to the board; Julie E 2<sup>nd</sup>; passed unanimously
    - ii) Additional outreach – Julie had interest from a freshman class parent but didn't show at meeting; one alum showing interest respectfully declined
  - b) Fundraising Subcommittee – goal setting; think big – leadership curriculum?
    - i) Amazon Wishlist – no discussion

- ii) Apparel Orders update (Julie) – BSN sports – Matt will work with us when we have funds for purchasing items (for example decals, door wraps); feedback from online store – Julie will submit all revisions at once: definitely felt leadership academy needed to appear on the merchandise; can students develop mascot in marketing class to utilize on apparel too?; Jerry can develop final image once students come up with direction of mascot; staff appreciation purchase?
- iii) Restaurant Nights – Chipotle (no earnings unfortunately); no future scheduled at this time
- iv) Appleton Education Foundation – grants available?; seed money for projects, not on-going funding or funding related to teacher salary, food, furniture, books; big ideas fund up to \$25,000; professional development grant – for guest speaker or related to field trip – think about possibilities for May deadline (appletoneducationfoundation.org); get ideas out there and start asking
- v) Candid website – matches nonprofits to foundations; create profile for FCLA
- vi) Chamber of Commerce for Appleton area – join for free for under 10 employees – Kevin will check to see why our name is not on list; get name out in the community and network; AASD is listed but not FCLA; Patrick said he has attended in the past
- vii) Leadership Initiative – Kevin attended social; not fundraising but networking; made connection with photography assistance for presentations; Fox Valley website with searchable historical data about community
- viii) Octoberfest – Tracy will look into selling hamburger/brat
- ix) Packer food booth – Todd will look into fundraising there for a game
- x) Meijer board – Todd will look into signing up for weekly designation as a nonprofit
- xi) Harley Brat Stand – Julie E will look into it
- xii) Timber Rattler booth for charitable organization or donation – Dave will look into it
- c) Alumni Outreach update (Julia) – Alum declined board membership
- d) Board Handbook - Authorizer Checklist (Al Brant); Julia will email Todd documents for Al to put together
- e) Summit – Oshkosh Convention Center, June 16 & 17; Julia will send link to sign up in minutes; do we use at retreat time during a working session on one of the days?

## 7) Board Communication

- a) Electronic file and communication platform utilization – 501c3 account balance is \$1176.82
- b) Microsoft 365 for non-profits \$2 per user per month – update regarding application; no discussion

## 8) Meeting Adjourn – Todd motioned to adjourn at 8:16 am; Kevin 2<sup>nd</sup>; passed unanimously