

AGENDA

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

- 1) **Meeting Called to Order** – at 7:02 am by Kevin Tubbs
- 2) **Attendance/Introductions** – Patrick Lee, Dave Christianson, Kevin Tubbs, Todd Schwartz, Julia Squier, Tracy Longtine (virtually)
- 3) **Approval of May Minutes** – Dave motioned to approve May minutes; Todd 2nd; approved unanimously
- 4) **Staff Goals**
 - a) Communication with parents – Heather’s newsletter was sent to students/parents; Congratulations to Mr. Heiden, North Teacher of the Year & FCLA History Teacher
 - b) New student recruitment, the goal is to recruit 40 students per year – current enrollment numbers (see below under principal goals)
 - i) Shadow Days – no discussion
 - ii) School Visits – no discussion
 - iii) Additional community outreach – no discussion
 - c) Senior Update – Senior Recognition went well; student speakers were impressive; great attendance; Senior Superlatives could have been a little more organized; no donations or swag orders – maybe focus on ordering earlier for the back-to-school/welcome night – do a drawing for FCLA swag from contact info/skills form parents complete at Back to School Night
 - d) Develop a “BHAG” for the curriculum-ex. Covey leadership curriculum – no discussion
- 5) **Principal Goals**
 - a) 10% of time dedicated to FCLA per week – no discussion
 - b) Greater than or equal to a 95% student retention rate – enrollment update (senior class is down next year because of truancy concerns and choice student; 9th – 30, 10th – 35, 11th – 13, 12th – 9 for total of 87)
 - c) Provide a budget/resource financial needs for the school calendar year – exact itemizations for 2025/2026 for projected expenses (MyLC is \$4000, scholarship is \$750, internship stipend at about \$900); Internship Stipend (\$900 to Camber) – Patrick will get numbers/data from Kelly regarding exact students she worked with so we can vote on this item at next meeting; no discussion regarding E10 accounts, activity account relative to budget and AEF account, Grading System expense (MyLC)
 - d) Staff succession plan/Staffing update – working with Kristie and Renee to hire Kristine from KA (background includes digital media, art, English minor, theatre)
- 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 (all) – how do we increase involvement?; Kevin suggested letter to all parents from him, Board President, with invite before the 2025/2026 school year plus speaking at Back to School Night

- ii) Board Application/Parent Volunteer Skills Inventory – see above discussion regarding completion at Back to School Night
 - iii) Additional outreach – see above discussion regarding completion at Back to School Night
 - b) Senior Recognition – see discussion notated above
 - c) Fundraising Subcommittee – goal setting; think big – leadership curriculum?
 - i) Packer Concessions – Todd is waiting on email from the Packers; hoping to select two dates
 - ii) Timber Rattler Ticket Fundraiser – no discussion
 - iii) Amazon Wishlist – no items have been purchased from new list; list has been updated and link shared with parents:
https://www.amazon.com/hz/wishlist/ls/3AZ941ZVDD10V?ref=wl_share
 - iv) Apparel Orders update (Julie) – no report
 - v) Restaurant Nights – Suggestions for 2025/2026 (Julia will look for 2 dates for next school year)
 - vi) Appleton Education Foundation Grants – no discussion
 - vii) Candid website – no discussion
 - viii) Chamber of Commerce for Appleton area – no discussion
 - ix) Leadership Initiative – seminar related to board members, not so much staff succession plan - Nonprofit Leadership Initiative seminar on succession planning (Thursday, June 19th from 8:30-10:30 am)
 - x) Octoberfest (Tracy) – Tracy got application submitted; hopefully we get paired up with a business; we provide staffing; Tracy will follow up during June to see if there is any interest
 - xi) Meijer board – work in progress; Todd is following up
 - xii) Harley Brat Stand (Julie) – Kevin is working at Festival this weekend for another organization; is it worthwhile to do at Festival; Kevin will evaluate how it works this weekend
 - d) Alumni Outreach update (Julia) – no update
 - e) Board Handbook – Julia submitted documents to Todd to index; present to AI at the next meeting
 - f) Summit – Oshkosh Convention Center, June 16 & 17 – Kevin and Julia attending; possibility for Todd; possibly get input from other schools regarding grading program alternative
- 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
- 8) Meeting Adjourn** at 8 am by Kevin; 2nd by Todd; passed unanimously