

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

- 1) **Meeting Called to Order at 6:59 am**
- 2) **Attendance/Introductions** - Dave Christianson (virtual), Tracy Longtine, Todd Schultz, Julia Squier (virtual for 30 minutes), Kevin Tubbs, Patrick Lee, Gregg Syring, Kristie Moder, Mike Hernandez (virtual for 30 minutes) – thank you for attending (admin required per bylaws), Julie Erdmann (virtual), Lori Krueger
- 3) **Approval of August Minutes** – Dave motioned to approve August minutes; Todd 2nd; passed unanimously
- 4) **Staff**
 - a) Communication with parents – current curriculum focus is on foundations and 21st Century Skills while reading Lead For A Change, a historical perspective of past leaders and what makes them a successful leader; Feeding America Dates (Oct 28 & 29) – parent supervision need is 1 adult per 10 students - Tracy has a list of potential parent volunteers from Back to School Night and will be in touch with Kristie regarding needs; Patrick will get Tracy parent volunteer form, so Tracy can distribute to all parents – keep vetting form on file, so they are set to volunteer when needed; new staff is phenomenal, awesome additions to current; new class has 30 freshmen and adjusting well (FCLA handbook focus with presentations)
 - b) New student recruitment - the goal is to recruit 40 students per year; goal for 2026/2027 is 104 students; Isaac is FCLA student intern to lead recruitment efforts; can we attend at KA during their scheduling time?; Isaac is putting together a proposal to attend KA during that time
 - i) Shadow Days – no discussion
 - ii) School Visits – ideal is 2 visits at KA (during assigned FLEX time and during lunch)
 - iii) Additional community outreach – no discussion
 - iv) Review flyer effectiveness – is it needed – focus on school outreach; follow-up visits with a thank you card – Kristie checking how many personalized thank you cards are left and will let Julia know needs; personal touch works better
 - c) Senior/Internship Update – Kristie is taking on staffing lead
 - d) Develop a “BHAG” for the curriculum-ex. Covey leadership curriculum – no discussion
- 5) **Principal** - 10% of time dedicated to FCLA per week – first week challenging – not present in FCLA as much as he wanted to be; summary review of 2024/2025 will be discussed next meeting; more specific senior student follow-up needed for Alumni reporting - receive data from graduating seniors classify future plans in 4 yr, 2yr, Technical, Work force, other grouping
ADD: 2024/2025 survey review as future agenda item

- a) Greater than or equal to a 95% student retention rate – enrollment update (86 at August meeting – 83 according to Lori); 31 freshmen, 31 sophomores, 12 juniors, 9 seniors; principal interviews students leaving (students - not right fit and credit issue for a senior)
- b) Budget/resource financial needs for the school calendar year – MyLC is grading program that takes almost 100% of budget (Amber could not get Infinite Campus to work for FCLA's needs – will not accumulate credits over all 4 years – not feasible for a grading platform); Mike Hernandez will check with business office to see what can be done to fund MyLC
- c) Staffing update/FTE allocation/additional Supervision assignments (i.e. internships) - **ADD: Agenda item Internship Function / Community Outreach. Who leading? Create and document a process.**

6) Governing Board/Subcommittee reports

- a) Parent Engagement (Tracy) – increase board membership by two parents from each grade
 - i) Back to School Night – review and next steps
 - ii) Board Application/Parent Volunteer Skills Inventory -
 - iii) Additional outreach/Alum -
- b) Fundraising Subcommittee – Tracy suggested SNAP Rise as a potential fundraiser
 - i) Brat Fry (Kevin) – Tracy coordinating volunteers, many have signed up but a few more needed
 - ii) Amazon Wishlist – most immediate needs
https://www.amazon.com/hz/wishlist/ls/3AZ941ZVDD10V?ref_=wl_share
 - iii) Apparel Orders update (Julie) - \$23 earned most recent monthly report; does not include Open House purchases
ACTION – Patrick to instruct Heather to place merch link on home page of FCLA website.
 - iv) Governance Committee Update (Gregg) – Gregg indicated initial review of documents is underway.

7) Retreat Recap

8) Board Communication

- a) Electronic file and communication platform utilization – 501c3 account balance
- b) Microsoft 365 for non-profits \$2 per user per month – update regarding application
- 9) **Meeting Adjourn** – Kevin motioned to adjourn at 8:08 am; Dave 2nd; passed unanimously