

MINUTES

<u>FCLA Governing Board Meeting</u>	<u>7 am</u>	<u>8 am</u>
Type of Meeting	Start Time	Adjournment Time
<u>Monday, October 13th</u>	<u>1083/google meet link</u>	<u>Julia Squier &</u>
Date	Meeting Location	Recorded by

- 1) **Meeting Called to Order** – President Kevin Tubbs called the meeting to order at 7 am
- 2) **Attendance/Introductions** - Todd Schultz, Julia Squier (virtual for 30 minutes), Kevin Tubbs, Patrick Lee, Amanda Walker (staff), Julie Erdmann, Kristie Moder
- 3) **Approval of September Minutes** – tabled to next meeting; approve Sept and Oct in Nov
- 4) **Staff**
 - a) Communication with parents – curriculum update, Newsletter, Weekly Canvas updates, Feeding America Dates (Oct 28 & 29 – parent supervision needs) – just freshmen/sophomore group required on Oct 28
 - b) New student recruitment - the goal is to recruit 40 students per year; all staff meeting needed, so during October staff development we will be discussing; Isaac will be leading, and he will be recruiting additional students to assist
 - i) Shadow Days – dates will be set
 - ii) School Visits – KA classroom visits a possibility but not scheduled yet; lunchroom time was not great; Darian hosted a night last year for students who may be a good fit
 - iii) Additional community outreach – to be discussed
 - c) Internship Function / Community Outreach - Who leading? Create and document a process (budget item) – some students are investigating options – related to their senior capstone project; one student is separate doing youth apprenticeship at North; work in progress and dependent on students’ interests/needs; any student interested in doing an internship at one of our schools would need to begin that soon, as that is coordinated/started closely with the beginning of the school year
 - d) Develop a “BHAG” for the curriculum-ex. Covey leadership curriculum
- 5) **Principal**
 - a) 10% of time dedicated to FCLA per week – students assisted with homecoming fundraising from Chick Filet and earned around \$309; maybe could be better so will look into better option next year
 - b) Greater than or equal to a 95% student retention rate – enrollment is currently at 83 and possibly 84 with a potential student from West
 - c) Budget/resource financial needs for the school calendar year – Internship Stipend, MyLC, report E10 accounts, activity account and AEF account – just over \$800 in activity, 501c3 is \$941.73 with \$664.91 deposit from Brat Fry profits and the E10 account received \$6900 this year from district for per pupil spending; class fees are a suggestion not a mandate (around \$400 collected)
 - d) Staffing update/FTE allocation/additional Supervision assignments (i.e. internships)
 - e) 2024/2025 Year in Review
- 6) **Governing Board/Subcommittee reports**

- a) Parent Engagement (Tracy) – increase board membership by two parents from each grade; Tracy unable to be here today; 8 parents expressed interest in FCLA board; application link emailed to two of them; ideas – set up evening meeting around 5 pm for those indicating interest with current board members (informal, ask questions, etc.); Kevin will send out an email to invite, but plan right now is Monday, Nov 3rd at 5 pm in FCLA wing for Board Interest Night; Patrick will reserve FCLA room 1083; Julie E can attend the Charter Council meeting at 4 pm this Thursday, Oct 16th; Charter School Fair Jan 10th
 - i) Back to School Night – review and next steps (see above discussion)
 - ii) Board Application/Parent Volunteer Skills Inventory – no discussion
 - iii) Additional outreach/Alum – no discussion
 - b) Fundraising Subcommittee –
 - i) Brat Fry review (Kevin)
 - ii) Amazon Wishlist – most immediate needs
https://www.amazon.com/hz/wishlist/ls/3AZ941ZVDD10V?ref=wl_share
 - iii) Apparel Orders update (Julie) – no discussion
 - c) Governance Committee Update (Gregg) – governance docs/recharter process
- 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 at 8 am**