



MINUTES

FCLA Governing Board	7 am	8:30 am
Type of Meeting	Start Time	Adjournment Time
December 10th, 2018	Lightning Room	Julia Squier
Date	Meeting Location	Recorded by

Attendance/ Guests/ Introductions: Kristie Moder, Lori Krueger, Kim Willems, Renee Ulman, Mary Hansen, Julia Squier, Kevin Tubbs, Patrick Lee, Stephanie Lewandowski

- **Approval of November Minutes** – Lori motioned to approve November minutes; Mary 2nd; passed unanimously
- **Staff Related**
 - Curriculum** (Kristie) – BALA project on-going with Trout Museum and creating panels for performance; moving panels create narrative of the performance
 - MyLC** (Kristie) – up and running with few glitches but functioning fine
 - Enrollment** (Lori) – status quo; Lori needs to know who has access to applications; without that info, immediate outreach is unable to happen – Lori has no notification system – Patrick will follow up to see if there is an addendum to the application, so we have the ability to contact potential students directly
- **Marketing Plan for Future Students** –
 - Postcard mailing (Jan)** – sending the mailing first thing in January; Patrick will get labels to Kristie by January 7th; students will cut and label in free hour
 - Current Junior marketing plan** – mailing to North Juniors?; possible Junior shadow day – a current junior brings a junior?
 - KA/Upcoming Events** – 3 shadows last week; 3 new shadows after KA Night; FCLA students will be going to the 3 middle schools to share info with 8th graders regarding FCLA as an option for high school; Explore Night & Charter School Fair are up-coming events in January
 - Revision of marketing pieces** – bullet points and addition of high-impact practices for parent marketing brochure; suggestion for bio page on website with Alum info – would need someone to create
- **Cash Flow Update**
 - Current Cash Flow** (Patrick) - \$255 credit for foods class stipend; expenditure \$69.63 for supplies; charging \$25 art fee might be a good option (common at North) or \$30 field experience fee; how to approve – board approval and then work with business office; January board meeting will establish fee, communicate well the why – board needs to communicate clear explanation behind what the fees cover; Mary reaching out to AI regarding implementation of fee

FCLA Mission Statement:

Empowering students to find their passion through collaboration, innovation and exploration.

Budgeting Process update (Stephanie) – January meeting attendance by Eric; help us determine minimum financial budget for school to function and 2nd or 3rd tier options

- **Strategic Initiative** –

Bylaw Revisions/Board Planning (Kevin & Gregg) – no update

Board Member Recruitment/Alumni Connection & Follow-up – December Alumni gathering? – Kelly has Thedacare contact who might be potential person for building our database; we need to establish procedure for gathering general info (email, cell phone) from our alum; Renee is reaching out to Claudia – works for JJ Keller and is interested in coming to next meeting; begin with former student, personal contact first – who we currently have contact info for

Foundation Grant/Lightbulb Lab – project has to relate directly to foundation pillars; Jan 31st event related to grant writing opportunities might be better option; Renee will reach out to Carolyn

- **Charter School Council Update/DPI update** (Patrick & Mary) – DPI contact says ½ day charter school is no issue – recording number of students needs clarification

- **Adjournment**

Upcoming Events:

Board Meeting – Monday, January 14th, 2018 at 7 am in the Lightning Room

Monday, January 7th, 2019 - Explore Night (5:45-7:30 pm at Appleton North High School Commons)

Saturday, January 12th, 2018 from 10 am – noon - All School Fair (City Center Downtown – 2nd Floor)

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