

MINUTES

<u>FCLA Governing Board Meeting</u>	<u>7 am</u>	<u>8 am</u>
Type of Meeting	Start Time	Adjournment Time
<u>Monday, February 10, 2020</u>	<u>1083</u>	<u>Julia Squier</u>
Date	Meeting Location	Recorded by

Attendance/ Guests/ Introductions: Kim Willems, Julia Squier, Patrick Lee, Stephanie Lewandowski, Kristie Moder, Kevin Tubbs

- **Monthly Reports**

Enrollment/Student Scheduling Update (Lori) – 21 for incoming freshman; 15 more have visited but have not enrolled yet; 3 or 4 more additional shadows signed up; in-North recruitment day the end of the month and having students reach out to students; recommend next steps sheet handed to students when they leave for shadow day to clarify application process; Stephanie is meeting with a potential parent tonight to discuss FCLA
 Business Advisory Committee Update (Lori) - none
 Approval of January Minutes – tabled until next month
 Curriculum (Kristie) – none
 Cash Flow Update (Patrick) – \$5 deposit to 501c3 for grant from PayPal and \$4183 deposit in E10 accounts from AASD for per pupil allocation; \$79.16 to Camber for class supplies/items; \$103.67 for class supplies/items to Rudie from 501c3; \$685.34 will be paid for new chairs from 501c3 - realized in budget next month - \$500 of the chair purchase was donated by SCORE realty (thank you SCORE!!!); \$1934.39 in E10 expenses will be realized/settled from previous sub/bus expenses – Julia will reach out to Karen to do that
 AASD Charter School Council Update (Stephanie) – extra questions specific to school will be follow up questions directly from the school after the general application; focus on simplifying the application

- **Enrollment Strategy/Sustainability**

Marketing Plan/Strategy (review parent email layout) – Kim shared new FCLA newsletter format with staff, alumni, student highlights, donation ask; keep limited in length to keep attention – contain links to website; goal to distribute in March and then quarterly; can Kylie promote?
 Fundraising Night/Text Blast – send text notification when Newsletter is emailed with the link to our website to view
 Makerspace Update (Julia) – received \$75 gift card donation from Costco; purchased 14 chairs and microwave purchased; need to purchase dvd readers and electrical charging ports yet
 MyLC/Infinite Campus Update – data in holding place in IC; next steps including sending standards to Amber to enter and play with the program; staff will work with it this summer to be ready for fall; Amber will look with Kristie regarding archiving past student records from MyLC; Amber has figured out how to track and accumulate credits

FCLA Mission Statement:

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

- **Strategic Initiative - Governing Board**
Executive Board (assign roles/sub-committees) – Stephanie will work through assigning exec board roles and specific jobs for each member
New Member Recruitment – Stephanie will reach out to another parent; maybe Renee has additional alum contacts she can reach out to
- **Adjournment**

Upcoming Events:

March meeting – Monday, March 9th, 2020 at 7 am in 1083

Add to agenda: Senior Recognition on Sunday, May 17th at 6 pm in North Commons (scholarship, senior exit interviews, senior questions)

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