



MINUTES

ACA Governing Board	6:45 – 8:20 a.m.	8:20 a.m.
Type of Meeting	Start Time	Adjournment Time
Sept. 8, 2014	North H.S. – Lightning Room	Julia Squier
Date	Meeting Location	Recorded by

Attendance/ Guests/ Introductions - Rita O'Brien, Mary Hansen, Mary Welch, Patrick Lee, Renee Ulman, Julia Squier, Terry Maves, Mark Kloehn, Dayton Henderson

Key Dates – Monday, Nov 17th from 6:30-8 pm is ACA Showcase Night; Grignon Mansion & Feeding America service dates (about once a quarter) for students; WISN date in Dec for consulting; Shadow days coming up; Patrick will check on the East and West Explore Nights and let Renee know; Back to School Night (parents follow student schedules in ACA wing 5th-8th hours from approx 7:35-8:30 pm) on Monday, Sept 15th; EXPLORE NIGHT in North Commons from 5:45-7:30 pm on Monday, Dec 8th

- **Approval of August Minutes** - Motion to approve by Renee Ulman; second by Mary Hansen; passed unanimously
- **ACA Enrollment Report** - Steady at 105; Renee has talked with 2 interested parties; new students are mostly Freshmen & Seniors
- **Budget** - same as August; Patrick is working on how to get the funds for curriculum reimbursement; R account was used for field trip expense

ACA Bank Acct. – Community First Credit Union; Mary and Renee need to go and sign in to be authorized users on the acct - Julia will confirm all forms are ready and waiting for Mary and Renee to sign (bring ID and go to branch on Ballard & Northland); linked with paypal, so donations can be made via website donate button using credit card or paypal

Staff Report - great start; nice to have additional IE time each day with ACA students; ACA history museum field trip; Neon trip coming up with walking brochure and podcast; every 5 weeks students do marketing projects through Willems (students required to do level 1 in 9th and 10th grade)

Sustainability Issue: staff turnover and recruitment to prepare for future; sustain itself without a particular staff member; Mark will probably retire in the next 5 years; training or looking for new staff to replace; professional dev program for other teachers in AASD (summer institute in conjunction with other charter schools?) - stipend for teachers suggested \$50 hour; make partnerships with core teachers; keep in touch with Alums and former ACA student teachers; partner with WISN; action plan (start with Appleton North and extend to district and outside of district – Mary will figure out listing in database – Patrick and Renee will work on list for next meeting)

ACA Mission Statement:

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

IT instruction – any connections with technology - need assistance finding people to do workshops; Renee and Patrick will generate job description with hours and pay – 2:16-3:05 pm about 1 hour a week starting Oct 21st about once a week for 5 weeks (flexible; talk to Renaissance school to find out stipend and how they handle artists in residence – Rita will find out; our own IT people? (Chad or he may have recommendations); learn more about adobe suite, photoshop, excel or current, real world technological skills

- **Sustainability/Marketing:**

Website Update – Ian working on; finally has access; bootstrapping to make website easy to navigate on mobile devices; donate button on home page will be working soon

Database Update – Mary playing with Little Green Light – Mary will email login to database; Senior Ben Houlton will assist with data entry; Mary has a long list of businesses who contributed to a former fundraising night; Renee is collecting parent business contacts; Patrick has listing of businesses he asks for senior grad party to add to database; bring info to next meeting

Change in meeting date/time - Meeting dates – 2nd Monday seems to work better; Julia will send out meeting doodle regarding changing; **for next meeting, still plan on October 6th**; annual meeting retreat might be better in June to allow more staff attendance and more work time on board initiatives – June 8th, 2015 will be retreat date; recommendation for no July meeting

Timeline – Mary shared the Board Activities timeline broken down by month and task; Renee will put ACA calendar on google docs for all to update and/or add to; graduation – still scheduled for culinary arts theatre but maybe another venue at FVTC for larger numbers (will monitor); Patrick will complete non-stock filing online by Sept 30, 2014; VP election for January; Mary will remain on the board, but would like someone in place for President – will continue as member but others need to consider VP position and President

Fundraising Activities Reports – Rita will talk to IT and see if we can get alum addresses/contact for 4 years back; suggested newsletter with key dates or bullet points for a quick read

- **Adjournment at 8:20 am**

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