

**Fox West Academy Governance Council Meeting**  
**Monday, February 6, 2012**  
**7:30 p.m.**  
**Hortonville Middle School Library E120**

**AGENDA**

1. Call to order and roll call
  - Council Members:
    - Kristi Compton
    - Jenni Koenecke
    - Jean Wagner
    - Barry Hoff
    - Denise Nelson
    - Tori Mann
  - Excused – Zola Nimmer
  - Committee Leads - Stephanie Halverson, Anne Walker, Lorie Claybaugh
  - Teaching Staff/Admin. Advisor – Greg Hall, John Brattlund, Dan Lundstrom
  - Consultant – Jan Bontz
2. Affirmation of public notice
  - A. Notice of the meeting was posted at the Greenville Elementary, Greenville Middle, Hortonville Elementary, Hortonville Middle, Hortonville High schools, Hortonville Public Library, and the Fox West Academy website ([www.foxwestacademy.org](http://www.foxwestacademy.org)). Notice of the meeting was sent to the Appleton Post-Crescent, Post-Crescent West and County Post East.
3. Review and approve minutes of December 7, 2011 – approved as written
4. Finance
  - A. Financial summary – reviewed
  - B. Approval of vouchers –
5. Presentations by District residents / Comments from Public - none
6. Executive Committee Reports
  - A. Review of January Strategic Planning session
    1. Documents from Jennifer Wilson – notes from the session have been received from Jennifer Wilson.
    2. Next steps – Summarize the information, create a specific action plan (who, when) and format for publishing. Will plan for a summary format and a detailed format.
  - B. Nominating Committee and Learning Sustainability Committee
    1. Proposed members – Executive committee will operate in the capacity of nominating committee. Suggestions for new council members for next year can be sent to Barry.
    2. Position descriptions – need to be discussed yet.
  - C. Meeting with HHS staff on FWA student transition – Barry, Zola, and Jenni met with 3 HHS administrators (Bob, Chris, Wendy N., and Dan) to discuss how best to transition FWA students into 9<sup>th</sup> grade. Plan to have FWA staff meet with Bob after students have selected courses to review and discuss teaching styles that best meet the students learning needs. Project Lead the Way options were reviewed. Most integrated courses are offered at upper grade levels; however, Integrated English and Social Studies will be offered for 9<sup>th</sup> grade. Discussed the idea for a potential mentor type program with students in upper

grade levels familiar with Project Lead the Way (project based) to help mentor the FWA students but no implementation decisions were made.

## 7. Charter Staff Reports

- A. Open enrollment window – changes and impacts – We were notified on February 1 of a change in state law regarding the state open enrollment window. Open enrollment close date has been extended from February 26 to April 30. FWA has already published enrollment dates of Feb. 1-Mar. 1 and open enrollment opened on Feb. 6. Given these timeframes and direction from Barry Golden (DPI) that if open enrollment applicants are included in the lottery, the lottery be conducted after April 30 (the close of open enrollment), there are two key questions that require verification with Barry Golden (DPI) in order to determine how to proceed:
1. FWA enrollment has started (Feb. 1) and Open Enrollment opened (Feb. 6). If FWA enrollment applications are received from out of district applicants (i.e. open enrollees) during the original FWA application window (Feb. 1-Mar. 1), can we pull those applications out in order to hold a first lottery phase (after Mar. 1), as a district only lottery? If all spots are not filled, then we would proceed with a phase 2 lottery that is held after open enrollment closes (April 30) and includes the open enrollment applicants.
  2. If we can not pull out open enrollment applications received during the Feb. 6-Mar. 1 timeframe, can we keep FWA enrollment window as closing Mar. 1 but not hold the lottery until after open enrollment window closes on April 30?

Based on these 2 questions, three scenarios were reviewed and listed in recommended order below.

### Scenarios

1. If answer to question 1 above is “yes”, that is, open enrollment applications can be pulled out for the first lottery phase (so lottery would be district applicants and completed shortly after Mar. 1 deadline), recommend proceeding with the current Mar. 1 FWA enrollment deadline and conducting a first lottery phase with district only applicants. If spots remain available after the first lottery is complete, a second lottery phase would be held that includes all open enrollment applications received through April 30. Recommendation is for this year only, due to law changing after enrollment dates were set. For 2013-2014, we would plan for the longer open enrollment window and for open enrollment applications.
  - a. Support for this recommendation includes weighing the importance to GMS and HMS administrators to know the enrollment numbers in March instead of May to plan for staffing impacts for the broader middle school population (not just FWA), parents/students receiving acceptance notice in mid-March instead of May, and financial benefit from open enrolled students has manageable downside in the coming year by potentially decreasing at most one spot due to 8<sup>th</sup> grader moving to 9<sup>th</sup> grade (out of FWA).
2. If answer to question 1 above is “no”, that is, open enrollment applications can not be pulled out for a first phase lottery (holding to Mar. 1 FWA enrollment deadline) and the answer to question 2 above is “yes”, that is, FWA enrollment window can stay Feb. 1-Mar. 1 if the lottery is conducted after the April 30 open enrollment closing, recommend proceeding with accepting FWA applications for timeframe as published (Feb 1-Mar1) and holding the lottery after April 30,

including open enrollment applications. Recommendation is for this year only, due to law changing after enrollment dates were set. For 2013-2014, would plan for the longer open enrollment window and for open enrollment applications.

- a. Support for this recommendation includes weighing the importance of getting an estimate for where GMS and HMS enrollments may change based on applications (prior to knowing FWA placements via lottery) to aid planning for staffing impacts and secondly, remaining consistent with FWA philosophy of being available to the surrounding community.
3. If answer to question 1 above is “no”, that is, open enrollment applications can not be pulled out for a first phase lottery (holding to Mar. 1 FWA enrollment deadline) and the answer to question 2 above is “no”, that is, FWA enrollment window can not stay Feb. 1-Mar. 1, even if the lottery is conducted after April 30 open enrollment closing, recommend proceeding with changing the FWA enrollment timeframe to Feb. 1-April 30 to match the new open enrollment timeframe. Lottery would be held soon after April 30 and including open enrollment applications. For 2013-2014, would plan for the longer open enrollment window and for open enrollment applications.
    - a. Risks for this plan include not knowing the student enrollment impacts to GMS and HMS staffing until mid-May and parents could potentially wait up to 3 months to know if their child has a spot at FWA.

Next steps are to get answers to the two questions with Barry Golden (DPI) and pending answers, review recommendations with Dr. Heidi Schmidt.

- B. Student enrollment numbers – review numbers of those returning and available spots – at this time, estimating 44 of 44 students will be returning for next year. Based on that estimate, there are 16 openings for 2012-2013. Council proposed and approved all 16 spots be filled with incoming 6<sup>th</sup> graders with the goal the following year (2013-2014) to use the open spots to even out to 20 spots per grade. Incoming 7<sup>th</sup> and 8<sup>th</sup> graders can still apply and would be entered on the waiting list in case spots would become available at a later date.
- C. WCSA Conference – those interested in attending contact Jenni.
  1. Available workshops
  2. Attendees
  3. Transportation
- D. Participation in HASD Spotlight on Education Expo – March 15 – Lorie and Anne will be the Council and Committee representatives for FWA. Staff will investigate “Skyping” in as an activity during the Expo.
- E. Parent Satisfaction Survey – reviewed feedback from parents on FWA via the re-enrollment forms. Plan to field a specific parent survey. Reviewed the sample survey provided by Jan Bontz with the suggestion for focusing on a few key areas we want feedback on. Will administer electronically. Send input for the survey to Greg by Friday Feb. 10.

Reviewed a proposal that will be trialed for an alternative lunch and common planning approach based on parent feedback.

- F. Greece Trip – status update – Trip is planned for spring break 2013. 10 students enrolled to date.

## 8. Committee Reports

- A. Marketing and Public Relations – new materials printed for enrollment period that included pictures of current students.
  - B. Innovations and Development – initiated a family time and talent volunteer form to involve families in various ways of supporting the goals of the school. Lorie will make a contact to pursue obtaining a 501c3 designation. Jean will take the lead on a suggestion to look into Market Day as a FWA fundraiser. Committee is considering a 5K run fundraiser for Chocolate Fest.
  - C. Curriculum – no updates
  - D. Community Partnerships – no updates
  - E. Learning Sustainability – will be reviewing the staff surveys to identify what will be needed.
9. Discussion
- A. Letter of commitment for Council members – Discuss and approve final version – council approved. Barry and Denise to send to council members to complete.
  - B. HASD Board presentation – delayed from January, rescheduled for Feb. 27th - staff is reviewing the plan with Dr. Heidi Schmidt, drafting the presentation, and will review the draft with Barry.
10. Professional Development Opportunities / Equipment Purchases
- A. List of potential opportunities for Council review – hold to next meeting.
11. New Business
12. Informational Items
13. Upcoming Events
- A. February 9<sup>th</sup> (Thursday) – Parent information meeting, HMS Media Pit, 6-7 pm
  - B. February 13<sup>th</sup> (Monday) – Student presentation night 6:30-7:30, FWA
  - C. February 17<sup>th</sup> (Friday) – Parent information meeting, FWA, 1-2 pm
  - D. February 27<sup>th</sup> (Monday) – FWA presentation to HASD BOE
  - E. March 5<sup>th</sup> (Monday) – FWA Governance Council meeting, FWA, 6:00 pm
  - F. March 15<sup>th</sup> (Thursday) – HASD Spotlight on Education Expo at HHS
  - G. March 15<sup>th</sup> & 16<sup>th</sup> – WCSA Conference, Lake Geneva, WI
  - H. March 22<sup>nd</sup> (Thursday) – Student presentation night 6:30-7:30, FWA
  - I. April 8<sup>th</sup> (Monday) – FWA Governance Council meeting, FWA, 6:00 pm
14. Adjourn