

Minutes

Everman ISD Education Foundation – Winter Quarterly Meeting

January 26, 2017

The Everman EISD Education Foundation Board of Directors met in regular session for the fall quarterly meeting on January 26, 2017, in the EISD Administration Building Barbara Novikoff Board Room. President John Mendez called the meeting to order at 12:10.

In attendance:

Curtis Amos

Gary Balch

Guillermo Barrera

Melvin Bedford

Lyndsae Benton

Pat Brady

Joe Gainer

Vicky Garza

Dolores Harmon

Sue Kelley

Lora Macaulay

John Mendez

Delretha Randel

Cathy Sewell

Janet Wynne

**EDUCATION FOUNDATION
WINTER QUARTERLY MEETING
ADMINISTRATION JANUARY 26, 2017
NOON**

AGENDA

- I. Invocation
- II. Minutes of Previous Meeting
- III. Reports
 - A. Financial Reports
 - 1. Quarterly Financial Reports
 - 2. Update on IRS Tax Exempt Status
 - 3. Employee Campaign Update
 - B. Enrollment Reports
 - 1. Fall 2016 Enrollment Update
 - 2. Projected 2017 Spring Enrollment Update
 - C. Other Foundation reports:
 - 1. Foundation Annual Fundraiser Breakfast
- IV. Discussion and Possible Action Items
 - A. Foundation social media activities – website, Instagram, twitter, and email
 - B. Review terms for Directors and vacant seats
 - C. Discuss Fundraising Event – Staff Foundation Raffle
 - D. Foundation Plan of Action
- V. Other Business
- VI. Information Items
 - A. Calendar

May 17 Spring Quarterly Meeting (may adjust due to testing)

Mission

In partnership with area organizations, the Everman ISD Education Foundation financially supports students and staff in the enhancement of educational opportunities that enable students to be life-long learners, prepared to compete in a global society.

We achieve our mission by:

- *Providing 100% dual credit funding for all scholastically qualified students to attend academic and advanced technical college courses.*
- *Awarding competitive college scholarships through specified endowments.*
- *Funding educational projects proposed by teachers that provide technology and enhance creativity in the classroom.*

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: January 18, 2017

To: Board of Directors

From: Janet Wynne

In Re: Minutes of October 26, 2016 and December 2, 2016 Meetings

The proposed minutes of the October 26, 2016 and December 2, 2016 Foundation Meetings are attached at the end of this document for your consideration and review.

RECOMMENDATION: Approve Minutes of October 26, 2016 and December 2, 2016 meetings as proposed.

Motion: Balch

Second: Harmon

Vote: Approved - Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: January 18, 2017

To: Board of Directors

From: Janet Wynne

In Re: Quarterly Financial Report

Mr. Gainer will present the Quarterly Financial Reports as follows:

- Financial Statements
- Update on IRS tax exempt status

RECOMMENDATION: Approve financial reports as proposed.

Mr. Gainer reported on the financial status of the Everman ISD Education Foundation. The financial report reflected a balance of \$731,263.38. The fund balance with North Texas Community Foundation reflected \$317,064 which included a net gain of \$22,090.

Mr. Gainer made the following recommendations to the Board as follows: 1. Establish a second account that will reflect fundraising activities 2. Continue with the North Texas Community Foundation fund. Mr. Amos posed a question regarding from which account the coordinator salary would be taken. Mr. Gainer stated it would be from the fundraising activities account.

Ms. Kelley asked about the Foundation Employee Campaign. Mr. Gainer stated that monthly deposits are made as some employees elected to pay contributions over a ten month period. Mr. Gainer also stated regarding the report that the Felicia Donaldson scholarship was still out. Ms. Harmon asked about NTCF luncheon. Mr. Gainer stated he would confirm the date with the Board.

Mr. Gainer stated that the update on IRS tax exempt status will be moved forward to the May agenda. He added that the Foundation will be tax exempt until the end of 2017. A new application will be filed at the end of 2017. Ms. Garza asked if other districts were experiencing this issue. Mr. Gainer stated that it is unique to the Everman Foundation due to growth.

Motion: Sewell

Second: Kelley

Vote: Approved - Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: January 18, 2017

To: Board of Directors

From: Janet Wynne

In Re: Employee Campaign

Ms. Benton will provide an update on the Everman ISD Employee Contribution Fundraising Campaign.

RECOMMENDATION: Approve report as proposed.

Ms. Benton reported the following regarding the Everman ISD Employee Contribution Fundraising Campaign: 262 out of 800 employees contributed to the Everman ISD Employee Contribution Fundraising Campaign which was held in September – October, 2016. The thank you gifts provided in this campaign were from another vendor than past years and were of a better quality but also more in price. All thank you gifts were distributed to employees in November. Some of the employees elected to make a one time donation, and others elected to donate through a 10 month period. There has been some interest in a second campaign, but they are generally done once a year.

A question was raised about how the campaign is held. Ms. Benton stated that the campaign is conducted through campus visits with emphasis on dual credit.

Motion: Sewell

Second: Balch

Vote: Approved - Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: January 18, 2017

To: Board of Directors

From: Janet Wynne

In Re: Enrollment Report

Mrs. Macaulay will present the Spring 2017 and Anticipated Fall 2017 Enrollment Reports as follows:

- Spring 2017 Dual Credit Enrollment
- Anticipated Fall 2017 Dual Credit Enrollment

RECOMMENDATION: Approve enrollment reports as proposed.

Ms. Macaulay presented two reports: Early College High School Report and the EHS/TCC Dual Credit Report. Ms. Macaulay stated that in the spring of 2017, the district has 69 total dual credit students and a projected enrollment of 105 students for the fall.

Ms. Macaulay also reported that for the first time there is a dual credit student at the Academy.

Ms. Macaulay stated that the cost of the dual credit program in the spring of 2017 totaled \$25,994 and the projected cost of the fall dual credit will be \$41,090.

Motion: Brady

Second: Balch

Vote: Approved - Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: January 18, 2017

To: Board of Directors

From: Janet Wynne

In Re: Review terms for Directors and vacant seats

Attached please find the Board of Director Terms. The Board currently has four open seats.

RECOMMENDATION: Recruit Board members to fill open seats.

Ms. Wynne provided a list of Board of Director Terms which reflects four open seats. Ms. Wynne asked to be able to recruit directors on behalf of the Board including the parent and teacher Board positions as reflected in the Board by-laws.

Motion: Balch

Second: Harmon

Vote: Approved - Unanimously

EVERMAN ISD EDUCATION FOUNDATION

BOARD OF DIRECTOR TERMS

Amended 1-28-15

Reviewed 10-29-15; 2-24-16

Three year (January 2013 to October 2015)

- John Mendez President
- Pat Brady
- Melvin Bedford
- Guillermo Barrera
- _____ (McMichen)
- _____ (Pacleb)
- _____ (Sear)

Three year (January 2014 to October 2016)

- Sara Woodward Vice President
- Joe Bean
- Cathy Sewell
- Gary Balch
- Vicky Garza
- Judy Furche
- _____ (Townsend)

Three year (January 2015 to October 2017)

- Joe Gainer Treasurer
- Delreatha Randel
- Lora Macaulay
- Dolores Harmon Secretary
- Rhonda Bryant
- Sue Kelley

Ex-Officio

Curtis Amos

Lyndsae Benton

Advisory

Dan Powell

Jeff Davis

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: January 18, 2017

To: Board of Directors

From: Janet Wynne

In Re: Staff Foundation Raffle

Ms. Wynne will provide information regarding a spring EISD Staff Foundation Fundraiser

RECOMMENDATION: Approve Spring EISD Staff Foundation Fundraiser

Ms. Wynne recommended a Foundation raffle to be held with the staff in the spring of 2017. The raffle prizes would include a Kindle that was donated by one of the Curriculum and Instruction department vendors, other items collected from the community, and leftover Foundation thank you gifts.

Motion: Sewell

Second: Balch

Vote: Approved – Unanimous

Everman ISD Education Foundation

Board of Directors

Memorandum

Date: January 18, 2017

To: Board of Directors

From: Janet Wynne

In Re: Everman Education Foundation Spring 2017 Plan of Action

Ms. Wynne will present proposed Everman Education Foundation 2017 Plan of Action

RECOMMENDATION: Further action according to the recommendations of the Board

Ms. Wynne presented a spring plan of action for her work with the Foundation. The plan of action included the following: developing social media and communication work, assisting with Foundation fundraiser breakfast, planning and assisting Board President in Board meeting preparation, spring employee raffle, study of by-laws, recruiting Board members, developing friend of the Foundation volunteer program, Planning mini-grant program, researching future fund raising Foundation activities, and developing Summer/Fall Foundation plan of action.

A second round of employee campaign was discussed. Mr. Gainer stated to not overdo items. Mr. Mendez stated to keep the campaign fresh.

Motion: Gainer

Second: Kelley

Vote: Approved – Unanimous