EAU CLAIRE PUBLIC SCHOOLS FOUNDATION

MINUTES

Meeting: Eau Claire Public Schools Foundation – Board of Trustees Meeting

Date: January 26, 2021

Time: 12:00pm

Location: Virtual Meeting

Attendees:

☒ Dr. Lori Bica	☒ Julia Diggins	☒Mike Emberson	☒ Sarah French
☒ Kim Hill	☒ Mike Johnson	☒ Heather Market-Sullivan	☒ Jim McDougall
☐ Jennifer McHugh	☒ David Morley	☒ Becky Noland	☒ Derek Prestin
☒ Dustin Wiesner	☒ Wayne Wille	☒ Dr. Blenda Yun	

Notes: Meta Miske

Meeting called to order at 12:02 by Chair Jim McDougall.

Call to Order

- Approval of minutes of 10/27/2021
  - Motion by Mike Emberson, second by Blenda Yun. Motion passed by unanimous voice of approval.

Superintendent Update

- Superintendent Johnson enjoyed participating in the Golden Apple Awards. Student and staff absences related to COVID are lower than the fall but are starting to increase a bit. ECASD is planning around the vaccine for a possible in-person return to school; hope to have a timeline to share in the next few weeks. Almost all Group 1A employees who wanted the vaccine have received the first dose and the District is now prioritizing Group 1B. Starting to plan for summer, planning 2021-2022 school year as 5-days a week. Thank you to ECPSF for the millionth dollar donated. Gathering feedback from System Leaders on ideas for future projects.
  - Q: Do you have concerns about the number of people choosing to go into education and will we face a teacher shortage?
    - A: There are fewer going into the field versus several years ago, but from UWEC's standpoint we'll probably see the same numbers of students entering the field.
  - Request to keep ECPSF in mind on how they can support teachers.

Executive Director Update

- Sarah French gave an update. There are five school visits left for Golden Apple Awards; finished Solar on Schools; hired an unpaid writing intern for spring semester who will write impact stories; calendar year-end items: annual cards and letters, finishing 2020 annual report; announcement of millionth dollar; EDI initiative with Heather Grant and Pablo Foundation for a teacher grant cycle specifically for EDI purposes.
- Upcoming quarter will include: spring grant cycle to allocate remaining funds; printing of annual report; annual conference Sarah attends (virtual); reviewing new District needs that have come up such as bussing for summer school, supporting activities costs and the items that go along with an activity; scholarship season; Nominations Committee working to fill Blenda's spot on the Board.

Other Business

- Policies

- Scholarships Policy & Procedures (revised 10/2020 by ECCF)
- Travel Policy (revised 10/2020 by ECCF)

- Other
  - Discussion and motion to approve Bylaws amendments
    - The amendment was to allow remote voting/approvals. Derek Prestin worked with Sarah and others update the bylaws.
      - Derek Prestin said the updates bring the corporate documents into alignment with the agreement with the ECCF. The updates will avoid future confusion but will not substantively change anything.
    - Motion by Wayne Wille, second by Becky Noland, to approve Bylaws amendments. All in favor per unanimous voice of approval.
- Grants
  - Discussion and motion to approve Quarterly Grant Disbursement
    - Motion by Dave Morley, second by Wayne Wille, to approve the quarterly grant disbursement. All in favor per unanimous voice of approval.

Marketing Report

- Mike Emberson thanked Superintendent Johnson for building a new and positive relationship with ECPSF.
- Marketing and media partners have been helpful, with work and donations. Mike and Sarah met with Superintendent Johnson to discuss determining District needs and how those needs speak to the 4 pillars: academics, arts, athletics, facilities. They will start discussing a large-scale kid-centered event which may take 2+ years to plan. Mike shared ideas District Leadership came up with and they need to prioritize the ideas.
- It was mentioned that the relationship between ECPSF and ECASD should be formalized and solidified through an MOU or some other document.
- Kim Hill said she liked the strong message of equity around the pillars.
- Dustin Wiesner asked if the intent is to revisit an MOU after the School Board adopted their policy last spring?
  - Jim McDougall expressed interest in the MOU discussion and recommended the Executive Committee discuss and bring back a recommendation. He recommended discussing with Superintendent Johnson.

Development Committee Report

- Julia Diggins said they are trying to narrow their focus to some accomplishable things for the next 6 months. Working on a Board orientation to present at the annual retreat – ideas are welcome; and exploring the idea of a Board challenge for everyone on the Board to contribute and rally around one cause. They hope to meet with the Marketing Committee to discuss.

Financial Report

- Discussion and motion to approve 2020 Q4 financials
  - Dustin Wiesner reviewed the financial reports.
  - Motion by Wayne Wille, second by Derek Prestin, to approve the quarterly financial report. All in favor per unanimous voice of approval.
- Discussion and motion to approve transfer of $18,000 of operations overage from 2018 to Fund for Tomorrow
  - Dustin said one of their goals is to move operational surplus to an interest earning account to eventually be self-sustaining for operation costs.
    - Motion by Mike Emberson, second by Julia Diggins, to transfer the $18,000 of operations overage from 2018 to Fund for Tomorrow. All in favor per unanimous voice of approval.
- Discussion and motion to approve 2021 budget
  - Dustin shared the 2021 budget.
  - Motion by Blenda Yun, second by Dave Morley, to approve the 2021 budget. All in favor per unanimous voice of approval.
- Discussion and motion to approve revised Administrative Fee Policy with ECCF
  - Dustin shared a revised Administrative Fee Policy with ECCF.

- Finance Committee recommends approving with the stipulation of ECCF providing a quarterly report with a breakdown by fund so ECPSF can see the fees and keep a better tab on things.
- Mike Emberson asked if this agreement is renewable annually. Dustin said they'd like to have it looked at more frequently – the last look was in 2015. Jim said the stipulation on page 2 notes that it's reviewable every time they grow by $1M.
- Kim Hill said ECPSF collects fees to take care of costs and asked if they are collecting more than the cost of doing business. Does ECPSF pay ECCF more than what it costs to do business? Dustin said the 10% does not cover the costs in most years. ECCF did ECPSF a great service in the early years when ECPSF didn't give them much.
- Motion by Becky Noland to approve the revised Administrative Fee Policy with ECCF with the recommended stipulation, amended by Wayne Wille with "as supplemented by the calculation examples", second by Blenda Yun. All in favor per unanimous voice of approval.

Allocations Committee Report

- Discussion and motion to approve committee's grant recommendation
    - Sarah French said the Allocations Committee has granted just over $8,000 of the allocations made for this year. There is one more grant recommended by the committee, and the committee is looking have a formal Spring grant cycle. They plan to ask teachers when the best time of the year is to have grant cycles and are seeking approval of the last grant from the fall cycle.
    - Kim Hill said they are suggesting $2,000 plus the unallocated money from the fall for a Spring grant cycle. They don't know if all teachers know money is available to them and want to make sure all teachers are informed, thus offering a grant cycle rather than individual requests.
    - Motion by Wayne Wille, second by Blenda Yun, to approve the Allocations Committee's distribution recommendation. All in favor per unanimous voice of approval.

Executive Committee Report

- Nominations ideas 2021
    - Jim McDougall said they hope to add 2-4 more members to the Board. Ideas for expertise include attorney, marketing/community outreach, fundraising, a well-known name in the community.
    - Dustin Wiesner will work with Wipfli to try to offer a name next year of an accountant to replace him.
    - Nominations Committee is: Mike Emberson and Sue Tietz. Please email recommendations to Mike and Sarah.
    - Members are needed on the Nominations, Development, and Marketing committees.
    - It was suggested to think of racial and economic diversity when thinking of candidates.
- J Murphy STEM Scholarship update
    - Wayne Wille said the J Murphy STEM scholarship funding has been in question. Last year they borrowed against the principal to provide the scholarship. He and Sarah met with the donor to determine the donor's intentions. It was a positive meeting where they discussed the level needed to be fully-funded and a timeline. A plan was set up and they believe the scholarship will reach full funding by early 2023.
    - Sarah said it was helpful to have Wayne there as a trustee and because of his financial expertise. The Sarah believes the donor will come through and she feels much better about the pledge now.
    - Becky Noland asked about the scholarship balance – Sarah clarified the balance includes the returns and said the principal alone needs to be at the $1.5M level for 2020 for the returns to then pay the scholarship. Now the principal is at $1.5M so the returns will meet the level for this year.

Next meeting Tuesday, April 27, 2021 12-1:30pm.

Motion by Dave Morley, second by Wayne Wille, to adjourn the meeting. Motion passed by unanimous voice of approval.

Meeting adjourned at 1:31pm.