



STARTING YOUR FOUNDATION

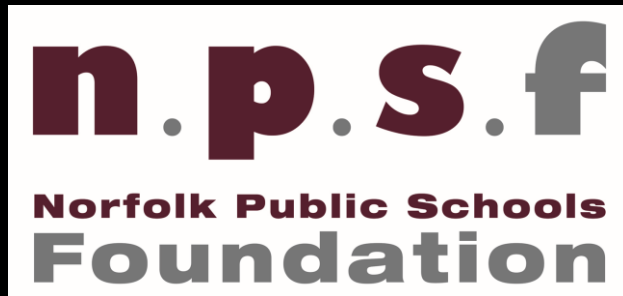
Sarah Dittmer, Norfolk Public Schools Foundation

Lindsay McLaughlin, Wayne Community Schools Foundation

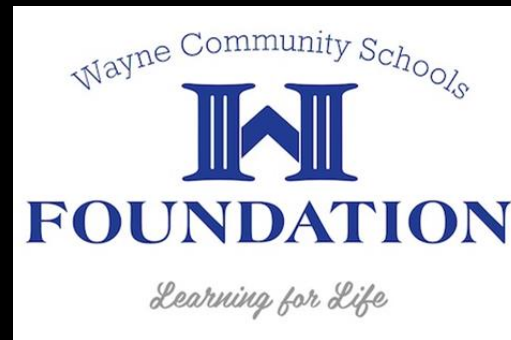
Lisa Parish, Kearney Public Schools Foundation

Lance Swanson, South Sioux City Public Schools Foundation

INTRODUCTIONS



Sarah Dittmer
Norfolk



Lindsay McLaughlin
Wayne



Lisa Parish
Kearney



Lance Swanson
South Sioux City

CREATING BY-LAWS

- Governance Structure
 - Responsibilities of directors
 - Power to vote
- Responsibilities of Executive Team or Officers
- Number of Directors
 - Quorum
 - Election process
 - Term limits
 - Director removal
- Voting Procedures
- Conflict of Interest
- Committees
- Amendments
- Meeting Structure
- Electronic Communication

ESTABLISHING YOUR BOARD OF DIRECTORS

- Who will be on your board?
 - Lawyers
 - Accountants
 - Media
 - School Administrators (current/retired)
 - School Board Members (current/former)
 - Retired Educators
 - Alumni
 - Ex-officio Members
 - People of good reputation and credibility; passionate about the school
- Who will be your Executive Team?
 - President, Vice President, Treasurer, Secretary
 - Executive Director

BOARD GOVERNANCE

- Who will do your board reporting?
 - Executive Team
 - Committee Structure
 - Partnerships
- Financial Review
- IRS 990 Form
- Articles of Incorporation
- Applying for 501(c)(3) tax exempt status – NOT SALES TAX EXEMPT
- Clear policy in place; Accountability processes
- Oversight and direction for foundation staff (if applicable)

MISSION STATEMENT AND GOALS

Kearney Public Schools Foundation :

KPS Foundation encourages excellence in education by providing resources to and recognition of the students and staff of Kearney Public Schools.

Norfolk Public Schools Foundation:

The mission of the Norfolk Public Schools Foundation is to enhance and encourage learning opportunities for Norfolk Public School students.

South Sioux City Public Schools Foundation:

Cardinal Education Foundation will secure funding and award monies to provide supplemental resources that will enrich and enhance teaching and learning in the South Sioux City Community School District and help prepare students for the twenty-first century.

Wayne Community Schools Foundation:

“Learning for Life”. Our mission of Wayne Community Schools Foundation is to support “Learning for Life” by working with the School District, alumni, businesses, and community to provide financial support for items not covered by the School District’s funding source.

BOARD DEVELOPMENT AND ROLES

- Board of Directors sets the tone and the direction of the Foundation
- Identify active community members who will represent your Foundation in a positive and effective manner
- Create clear expectations of your Board of Directors
- Establish committees to create ownership and alleviate the workload
- New board member packet
 - Mission/Vision Statement
 - Board member description identifying expectations of board members
 - Policy & Procedure
 - By-laws

SCHOOL DISTRICT AND FOUNDATION RELATIONSHIP STRUCTURE

- How will your Foundation and School District work together?
- Superintendent roles
- Executive Director roles
- Board President role
- Contract structure
- Reporting structure for the Executive Director
- Strategic planning and goal-setting sessions



QUESTIONS??