

ANNUAL REPORT FY2009

Introduction

In FY2009, CUSF, the non-profit corporation serving the CU Community and Unit 4 and Unit 116 School Districts completed and celebrated its 21st Anniversary. 2009 marks the third-year of our 5-year strategic plan implementation. The Foundation continues to embody the mission of the organization in its daily activities:

To enrich its community, the Champaign-Urbana Schools Foundation is committed to encouraging educational initiatives and facilitating excellence in education in the public elementary and secondary schools of Champaign Urbana, Illinois.

In our ongoing effort to be a responsive organization and to continue implementing our Strategic Plan we have continued to develop new ideas, mobilize resources, examine and revise current practices and solidify effective approaches to have an impact on our local P – 12 public education.

FY09 marks the first full year that CUSF has had additional staff. Although both positions, Associate Executive Director and Director of Programs are part-time at this time, the impact on the routinized work of the office and the ability to take on extra projects has been significant. Efforts in collaboration, fund development, marketing and office management have paid off in community recognition, cash flow and stability and streamlining office procedures. Support in the office has allowed the Executive Director to move more freely in the community building relationships and partnerships.

Board of Directors

As in all previous years, it remains the duty of our Board of Directors to be stewards of our fiscal health and to further the mission of the organization through effective fundraising and participation in CUSF activities. In an effort to involve the BOD in more governance and to move toward the new structure of the organization which eliminates the Executive Committee, the board met 9 times this year in the afternoons at different public schools throughout both districts. The 2008-2009 Board Members are as follows: *Phil Van Ness, Chair; Anne Broom, Vice-chair; Kent Williamson, Treasurer; Julia Guth, Secretary; Preston Williams, Unit 116 Superintendent; Arthur Culver, Unit 4 Superintendent; John Dimit, Unit 116 Board Member; Scott MacAdam, Unit 4 Board Member; Cindy Schmidt, Unit 4 Teacher Representative; Kevin Erlinger, Unit 116 Teacher Representative; Tom Berns, Paul Faraci, Paul Hobbs, Sharon Lash, James Quisenberry, Jen Shelby, Joan Walls and David Wetherell.* At each meeting we had a presentation by past grant awardees about their funded projects. One important goal for FY09 was to support the CUSF Board of Directors with opportunities for its own development. A board training seminar was held in September 08 with nationally recognized guest speaker, Chuck Loring. Mr. Loring worked with the board on the concepts behind the role of board in fundraising. The seminar was well-attended. Board members were also asked to make a monetary commitment to the Foundation as part of their service; consequently, the organization had the financial support of the full board in FY09. The Foundation will also work towards a 12-month board recruitment process to maximize board development possibilities. As a result of Mr. Loring's presentation, the CUSF Strategic Planning Committee re-examined the Board Structure established as part of the Strategic Plan in 2005. **A new stream-lined structure was successfully supported. The new structure will reduce the number of active Operating Board Members, eliminate the Executive Committee, and establishes the CUSF Community Advisory Board and a Teacher's Advisory Board. (See attached)** This new structure will be effective July 1, 2010. 5 new board members are being brought in on June 9, 2009 which will bring our board to 16 members plus the superintendents. The Community Advisory Board had its first meeting in January 2009. The following civic leaders are members of the CAB: *Mr. Nathaniel Banks, Dir. Campus Community Interface Initiative, University of Illinois; Ms. Anne Broom, Board VP, CUSF; Mr. Tom Brown, Principal, BHM; Dr. Lizanne DeStefano, College of Education, U of I Educational*

Research; Mr. John Dimit, Unit 116 School Board; Mr. Peter Fox, President, Fox Development, Senator Michael Frerichs, State of Illinois; Mr. Mike Haile, General Manager, WDWS/WHMS; Ms. Judy Ikenberry; Representative Naomi Jakobsson, State of Illinois; Ms. Mimi Krug, President, Metritech, Inc.; Ms. Sondra Libman; Mr. Scott MacAdam, Unit 4 School Board; Ms. Mary McGrath, Executive VP, Cozad Asset Management; Dr. Linda Moore, Vice President, Parkland College; Mr. Phil Van Ness, Board President, CUSF; Mr. Dan McCall, President, Bricklayers LU # 8; Ms. Gail Rost, Executive Director, CUSF; Ms. Roxann Bossenbroek, Assoc. Ex. Director CUSF. The Teacher Advisory Board will be convened in the Fall of 2009.

Programs

The main emphasis in the Champaign Urbana Schools Foundation programming continues to be our financial support of innovative and creative project ideas for the classroom via distribution of grants to public educators. Currently, 2 programs are involved with annual disbursements: the Master Grant Program, which disburses amounts up to \$4000 to single or group of applicants, and the privately-funded SPLASH Grant pass-through program. This program, with its application process on-line, is a mini-grant program disbursing up to \$500 to a single applicant. CUSF passed through almost \$200,000.00 in this fund in FY08 and FY09 and will have disbursed more than \$170,000 to teachers in FY09. The difference was used, as per donor direction, as operational support for the program.

Different in FY09 was the Executive Director's involvement on community committees. Ms. Rost has joined the Provena Covenant Foundation Board, the IHotel Advisory Board, the Urbana Rotary Board and the FES Chamber Group. Consequently, many partnerships and collaborations have been explored. As a result of direction from the CUSF Community Advisory Board in January 09, the Foundation currently has a role in the facilitation of the ARRA funding proposals for our local schools. Phase one, which included the Center for Education for Small Urban Communities, Parkland College, Unit 4 and Unit 116 Schools was completed in February 09 with several presentations given to our local and state legislators and, Phase 2, which is preparing proposals for the Race to the Top and What Works Innovation Fund ARRA money. Phase 2 includes the same partners in addition to faculty of U of I CoE. This is an ongoing effort into the new fiscal year.

In January of 09 the Executive Committee and the Executive Director took a presentation to the superintendents and administrators of both school districts asking for direction in the future of the relationship between the Foundation and the districts. 3 Scenarios were presented –one which reduced the direct involvement of the districts in the activities of the Foundation, one which increased the direct involvement of Foundation in District activities and one that kept involvement fairly the same. Financial scenarios were included with each. At this meeting, a general consensus directed that the Foundation be more involved with the planning and strategizing in the districts to more effectively support them in the process of mobilizing private support. The Foundation leaders also asked for additional operational support of Foundation activities if the more involvement was desired. Consequently, a proposal seeking \$30,000 from the 2 districts was submitted for FY10. Current support is \$5000 from Unit 4 and \$1500 from Unit 116. These levels were established in 1990. To date, Unit 4 schools has committed, via their 2010 budget, \$15,000 for CUSF. One method explored for paying the Unit 4 \$15K was a relationship with AMEX which provides new cash to the Foundation through \$points earned by large district purchases.

The Foundation applied for three grants in FY09. To date, one has been received: the Lumpkin Family Foundation Grant (\$1000) which paid for the Board Training Seminar in September and expenses involving Chuck Loring. One grant application was to the Champaign County United Way for \$12K over 2 years to help the ROE #9 provide emergency funding to our homeless public school kids. Our role in this grant will be as fiscal officer to oversee the funding. The 3rd grant application was to the Dept. of Ed. For a PEP Grant (\$200K) to put exercise equipment into each of our communities' middle schools. Part of larger concept of "Fitness for Life", if equipment is available to all of our kids, additional partnerships will be available through the U of I Dept. of Kinesiology and the U of DIA.

An additional new program, Choose to ReUse, Pennies for Education, is a morph of the previous idea of the Pennies for Education payroll deduction plan. In a partnership with Jerry's IGA, the Foundation

will receive 5 cents for every re-usable grocery bag that a customer brings to the checkout counter. The Foundation had re-usable bags with its logo designed and these are for sale on our website. The investment for this project was minimal and revenue from the project will be restricted to a “green” education project in the schools. CUSF was part of the GREEN EXPO in the spring as part of this new program.

The “Thank My Teacher” student-designed card program has had little initial success. Artwork was collected from both districts, cards were designed and information sent out to both districts and all PTA’s. The cards are available for purchase on the website and at one area gift shop. This program is being re-evaluated for next year.

The Foundation also maintains its charitable status with Gifts In Kind which sets up receiving goods from the local Bed Bath and Beyond, and Office Depot. Discontinued items from these stores are distributed to both districts on an alternating basis. Next year, FY10, this duty will shift to the Junior League of CU and their League Locker Project which will distribute the GIK goods through their warehouse.

A new program is being developed that is modeled after the State Scholars Initiative – a federal program that 14 states are supporting. The Foundation has called together Unit 4 and Unit 116 and the College of Ed to discuss how this project can progress. Components basically support students in their efforts to take a more rigorous course load than the state requires so that students can choose from a greater selection of choices upon high school graduation. Local businesses want more preparation from our students and colleges and universities require more than the state requirements. Internships, summer enrichment, awards and early exposure (8th grade) are all part of the project.

Fund Development: Annual Fund

FY09 was a difficult year for most non-profit organizations due to what is called the worst recession since the Great Depression. Fortunately for CUSF, although we did not raise the increased amounts initially budgeted for the FY09 Annual Fund, we were able to raise enough to maintain the FY08 level of funding. The organization did dip into the undesignated quasi-endowment to support itself, but has been able to make up that difference in fund balance for FY10. Fundraising continues to be primarily focused on our Annual Campaign. and our single Special Event, the Distinguished Alumni Luncheon. In FY09 CUSF produced five newsletters with reply envelopes for a total of 20,000 mailings. We mailed one annual fund solicitation to 2,763 households at the end of October, 2008 to encourage year-end giving. These efforts resulted in \$40,000 of unaudited Annual General Fund donations and over \$6,000 via the 5C’s and United Way Agency payroll deduction programs (The payroll programs actually pay out their distributions during the current and following fiscal years.) Unaudited board member contributions, which previously were included in the Annual General Fund line item, totaled nearly \$5,000. The Distinguished Alumni event generated approximately \$29,000 and the school districts, memorials and Thank My Teacher generated another \$8,000 for the Foundation, bringing total unrestricted contributions to \$85,000. 360 donors contributed to CUSF this fiscal year.

A new Annual Fund approach was started this year in the Campaign\$100. This campaign was initiated to attract small business to supporting the Foundation with \$100.00 Annual Gifts. In addition to the support, if the business has local HS graduates, these graduates will be acknowledged on the CUSF Honor Roll. There hasn’t been much response – we have 7 businesses to date and one grad. However, very little effort went into marketing the program.

We continue to accept credit card donations and donations via the on-line vehicles of Give2Schools,.com, FirstGiving.com and PayPal.com

Fund Development: Special Events

CUSF has a single fund-raising special event focused on bringing new money: the Distinguished Alumni Luncheon. This year was the 5th luncheon. A record of 230 people attended to a sold out room. The celebrated alums were Nancy Marshall Thies, UHS 1975 and Sabina M. Alkire, CHS 1986. The event was held at the IHotel on April 24th, 2009. This year, CUSF hosted 2 additional events along with U of I partners

– a panel discussion and 2 lectures for our alums. The private reception was held at the location of the panel, on campus at the Levis Faculty Center. We sold tickets for the luncheon at \$30 each, and also patron packages at \$125 and table underwriting at \$1000 each. We raised \$29000 – 11K more than the last luncheon in 2007. The luncheon was organized by staff and a volunteer committee chaired by Penny Porter.

An additional event was added this year as a celebration of SPLASH for our SPLASH donors, teachers and board members. This event was also held at the IHotel. Although it did not bring any new dollars, recommitments to the program Year 2 were made. This was determined to be an important event. Requests were made to do it in the schools next year.

A new special event for FY10 is being designed to dovetail into the Fitness for Life concept. CUSF will host a “RUN”. Still in the idea stage, the current discussions involve CASMAR Events, Christie Clinic and Busey Bank to run the “kid portion” of the Illinois Marathon. The marathon attracted over 9000 people last year, 800 of which were children under 18 years of age. Models show that we might be able to attract hundreds more kids to the event with targeted marketing and special activities geared to the student age group. Proceeds from this event would support our general fund.

An additional event, still in the planning stages is the Lamplighter Awards. This event celebrates student writing and teachers selected by their students as extraordinary. We don’t anticipate this being a large event initially, but it has the potential to grow.

Restricted Revenue: Designated Gifts

Restricted contributions totaled approximately \$169,000. During FY09, working with Busey Investment Corp, the CUSF Finance Committee recommended to the Executive Committee and the Full Board ratified to consolidate the various 11 funds into 2 distinct investment funds. Our Busey records now report activity in the CUSF Restricted Investment Fund and the CUSF General Investment Fund. These two funds are now divided into sub-funds which disburse to grants, scholarships, and our Teaching Chair program. Two additional sub-funds were added to our restricted investments: Jeffrey Kaufman Memorial Fund with an initial investment of \$7,078 and the Fred Green Memorial Scholarship Fund with an initial investment of \$25,164.00. We also continue to have our Management Fund which holds the Unit 116 Lawrence and Urbana Alumni Association (with an initial investment of \$29,400) accounts and we have the Money Market Account where temporarily restricted funds are held. The Lawrence Fund and the UAA sub-funds are not considered assets of the Foundation. The FY09 Splash Grant donations totaled approximately \$125,000 and were maintained in the Money Market account, which throughout the financial crisis, retained its value. The Investment accounts were all underwater at one point during the year, but are beginning to recover as of May 09. Disbursements were not made from the Perrino Fund, the Lawrence Fund, the UAA fund, the Orange Krush Fund, the Centennial Fund, the Kaufman Fund or the Fred Green Fund. It is hoped that these funds will continue to recover so that gains will be posted and disbursements made next year.

Restricted Revenue: Alumni Memberships

The 3 local high school Alumni Associations are possible sources for more funding for the Foundation. Our relationships with these 3 groups are in different states of being. With the Urbana Alumni Association, a formed 501c3, we are exploring different ways to work together. At this point, we do not actively contact their graduating classes as a group; although several Urbana graduates are donors to the Foundation. We continue to serve as the umbrella/fiscal manager of the Champaign Central HS Alumni Association and frequently provide clerical support and guidance in day-to-day issues. The Centennial HS Alumni Association is still unorganized and ineffectual. Organizational meetings have not been productive. With the Foundation’s help, Harris Connect published a Centennial Alumni Directory which will be reviewed for prospects for Foundation contact. We currently put a Foundation column in the Central Alumni Association newsletter. Alumni members through the Foundation are added to the Foundation’s mailing list.

CUSF Marketing

As a result of the CUSF restructuring and staff availability, the marketing piece of the organization is no longer a direct part of the volunteer board responsibilities. Many new and consistent marketing efforts have been made and are being implemented. Regular duties of the Associate Executive Director and the Director of Programs include the monthly release of press releases to the local media and the webmaster, “good news” items to the school district board meetings, email messages to local PTSAs, link-ups with various fund development initiatives and the monthly SPLASH ads supported as an in-kind gift by the News Gazette. The website is updated weekly if not daily with new information about our programs, the schools and events in our community. The CUSF has an active blog which posts good news about CUSF and our schools. Jim Turpin, of WDWS has asked for updates of good news from the Foundation and has promised to air it.

The Foundation completed 6 Video Public Service Announcements, the production of which was provided as an in-kind service by the Prairie Production Group and volunteer Lee Ann Donner. The PSAs support public education in our community by featuring 20 of our high school graduates who have stayed in the community and are making a difference in the lives of us all. The PSAs were distributed to all area TV stations. The Foundation office is maintaining a notebook with copies of all published articles and ads, etc. that have been produced. This summer we plan to sell the Judy Ikenberry and the TMT cards at “Market at the Square” in Urbana.

The Distinguished Alumni events afforded the Foundation wonderful partnering opportunities with several University of Illinois academic departments and OLLI. A record 230 people attended the Luncheon. Community response to the events was very positive.

The Splash Grant Program created many opportunities to market CUSF and its missions. Teachers eagerly shared their appreciation of the Foundation and many parents became aware of CUSF. The Splash grant T-shirts, mugs and decals were effective marketing pieces.

During the 2009 fiscal year, CUSF produced five newsletters for a total of 20,000 mailings. We mailed one annual fund solicitation to 2,763 households. Splash Grant ads ran in the News-Gazette each month at no charge. 9 press releases were distributed to local media outlets. We were referenced or featured in the News Gazette on 16 occasions, not including advertisements. Executive Director Rost was interviewed on WDWS, Comcast Newsmakers (a 5 minute interview which has run over 400 times). Staff and board members effectively promoted CUSF and the Splash Grant Program in the July 4 parade. Staff also developed a brochure for financial planners and developed and maintained a travel board to make available for on-site opportunities.

The Committee summaries follow:

Full Board Meetings

The CUSF Board of Directors met every other month beginning in September of 2008 with an orientation meeting at Anita Purves Center with guest presenter, Chuck Loring. Our year concluded with the Annual Meeting in June of 2009. CUSF full board meetings were held in various schools in each district (116 and 4). All meetings established a quorum. A past recipient of grant money presented his/her project report at each meeting. To avoid long meetings, the Executive Committee actions and the approval of prior minutes were contained to a consent agenda. Operations Management such as Budget and Strategic Plan decisions, Committee Reports, Governance discussions and policy work took place as action and information items at each meeting.

Executive Committee Meetings

The Officers and Committee Chairs which make up the Executive Committee met monthly and sometimes several times per month, to discuss the workings of the organization: committee issues, governance issues, and the day-to-day running of the organization with the Executive Director.

Strategic Planning Committee

This committee did not formally meet while the Executive Committee included implementation of the plan in its monthly work. Review of the Strategic Plan will be an important part of the FY2010 Committee work.

Fund Development Committee

Many of the duties of the Fund Development Committee fell upon staff this year. Please see the Fund Development sections of this report.

Grant Selection Committee/MASTER GRANTS

This committee reviewed Master Grant proposals during February and March. This year, the committee of 10 which included 2 community members at large, reviewed 18 applications using the grant criteria established in the applications. A total of \$10,467.70 was awarded to 5 Master Grant proposals. Two Master Grants were funded through the Lash Restricted Fund and the Suggs Fund. In addition, the board has retained its policy of reclaiming unused funds at the end of the fiscal year from each district. As a result, approx. \$4000.00 of this year's distribution to Unit 4 is in unused funds recovered from previous years. Grant recipient recognition this year was held at the May board meetings for Urbana Unit 116 and Champaign Unit 4. Certificates suitable for displaying were given to each award recipient. Representing teachers and Grant titles are listed as an attachment to this report.

SPLASH Grant Program – Year 1

The Splash Grant program funded 374 teachers with mini grants of \$500 or less. Data was collected every quarter on the SPLASH grants and regular reports were sent to the donors on the status of the program. See attached.

389 total applications received.

15 applications were rejected/voided to date.

374 grants funded to date

258 Unit 4 grants funded to date

116 Unit 116 grants funded to date

\$115,108.35 **allocated** to Unit 4 to date (this will change as receipts come in and final # not known until last receipt received).

\$54,922.98 **allocated** to Unit 116 to date (same as above)

Total allocated to date: \$170,031.33

Year TWO funding from the Splash Grant Program will be released on July 1, 2009. Funding for year 2 is uncertain. As a result, the program is being designed for \$100K of distributions and will be distributed in 2 semesters, Changes made to the 2009 program are in bold below:

Description:

- A mini-grant program for certified teachers in the Unit 4 and Unit 116 schools

Purpose:

- Quick cash into the classroom to offset incidental out-of-pocket expenses by the teacher for supplies,
- essentials, small unsupported projects to encourage enrichment beyond district support
- Share community appreciation for our dedicated teaching staff in the public schools
- Create surprise and excitement about the possibilities of private investment into the public schools

Support Source:

- The CU public, spearheaded by a coalition of investors – 3-year capital campaign

Year 2 Distribution start: July 1, 2009

Method of distribution:

- Range: \$25.00 - \$500.00 per grant
- Application process via internet/CUSF Website with verification of teacher status
- **Target distribution of 20 grants per month broken into 2 semester releases – July 1, 2009 and January 1, 2010 = \$100K (200 grants/year)**
- Roll-over unfunded requests to next month, remaining cash at month 12 set up as **challenge grant on Donors Choose.com to leverage the balance.**
- One grant per teacher per year
- Reimbursement process on a **daily** basis by **staff** review of receipts vs proposals for accountability, with 24-hour cash turnaround.

Grant Restrictions:

- Encourage creative classroom use of the grant support and steer use toward classroom improvement and enrichment through questions on application.
- Allow partnerships **maximum 4 in a partnership** for grant usage to combine award totals
- Non-consumables remain the property of the district when the awardee leaves the district

Operations

The Executive Director has been overseeing the office procedures. Russ Leigh and Associates continues to perform our Annual Audit within a 3-year contract expiring in 2010. We hold liability insurance policies with Brown Hobbs McMurray Insurance. Our investments at this time are all at Busey Investment Corporation. I continue to recommend that with future investments we consider diversifying our institutions. Our donor software, E-Tapestry, has performed as we hoped and has provided us a great deal of flexibility for an organization our size. We will be purchasing a little more training in FY10 to fine tune our report queries. Because it is web-based, data is stored off-site in two national locations and is very secure. Office Documents are now backed-up onto a memory stick on a regular basis. Our Assoc. Exec. Director, Roxann Bossenbroek maintains the books on Quickbooks. We are working towards compliance for the new 990 requirements. An Interim Operations Budget will be available at our Annual Meeting in June which conforms to our Chart of Accounts. A final budget will be available for Board acceptance in September 2009. The ED has conducted a 6 mos and 1-year employee review for each employee using a self-rating and ED rating tool. With our treasurer and Executive Committee reviewing expenditures on a regular basis, duplicate deposit slips and photocopying of all incoming checks, we have limited our liabilities to a reasonable degree.

Policy and Governance

The Board of Directors and the Executive Director have made it a priority to document decision-making and it is an ongoing effort. A Body of Law has been created which contains our bylaws, policies and procedures. An effort has been made to consistently apply Robert's Rules and to record governing motions.

CONCLUSION

FY09 has been a very productive year as a result of a leap of faith taken by the Board of Directors to try to grow and have a greater impact on our schools – especially during the recession. Excellent progress has been made and the organization has begun to stabilize from all the changes made.

In FY10, more effort needs to be focused on training and engaging the Board of Directors. A training of new board members is needed. It is also important that the Strategic Planning Committee formally meet to discuss the final years of the current plan and prepare for the new plan. I strongly recommend that we continue to develop new board members who can be committed to our mission and to

work with volunteers on our fundraising committees. Effort will need to be made in sustaining new partnerships. Fund Development is going to play a crucial role. We need to successfully take on the RUN and to grow the luncheon. A great deal of stewardship is necessary to maintain the intensity of the SPLASH Program and to maintain our current donor commitment. The tools are all gathered. Now it is time to prove ourselves.

Respectfully submitted by
Gail Glende Rost, Executive Director

See attached Motions Approved 2008-2009; See attached Accepted Grant Proposal List

Motions Approved Affecting CUSF Governance/Policy, Full CUSF Board FY2009

Full Board Sept 11 2008 – Part of approved Consent Agenda

Motion:

The Finance Committee moves to co-mingle our Busey investments which are currently in 12 separate funds into 4 separate funds: General Unrestricted; Sweep; Restricted; and Management. Motions carried.

Full Board October 21

Motion - *Part of approved Consent Agenda:*

Sales tax – statement for publication

I, Kent Williamson, move that the CUSF BOARD support the following statement. Motion was seconded and carried.

2008 1% Tax Referendum Support Statement:

The mission of the CUSF is to enrich its community by encouraging educational initiatives and facilitating excellence in education in the public elementary and secondary schools of Champaign-Urbana, Illinois. To that end, the Board of Directors of the Champaign Urbana Schools Foundation supports the November 4, 2008 ballot referendum that offers an alternative to real estate taxes as a means of funding the recurring capital needs of our schools. We believe passage of the referendum will facilitate property tax relief as well as systematic and efficient budgeting for capital improvements.

Motion – Regular Agenda:

Establishment of the Fred Green Memorial Scholarship for Urbana HS

I, John Dimit, move to approve the Fred Green Memorial Scholarship. Motion was seconded and carried.

Full Board January 20, 2009

Motion – Regular Agenda:

CUSF Policy 19 Revision. Increase the amount of single expenditures-

I, James Quisenberry, move to amend Policy 19 to increase the allowed amount of single expenditures without board officer approval to \$1,000. Motion Seconded. Motion Carried.

Full Board February 17, 2009

Motion – Regular Agenda:

The Strategic Planning Committee recommends the revised board structure as presented to the CUSF Board of Directors. Motion seconded. Motion carried. (See attached)

Rationale: This new structure is in response to the previous 2 years of experience with the current structure accepted in 2007 as part of the CUSF Strategic Plan. The new structure reflects current practice of the organization and addresses the difficulty in attracting and retaining new board members. By eliminating the Executive Committee, the Full Board will be compelled to be more engaged.

Full Board March 17, 2009

Motion – Regular Agenda:

990 new compliance policies

I, Kent Williamson, move to approve Sample 2 of the Whistleblower Policy and Sample 2 of the Document Retention and Destruction Policy. Motion seconded. Motion carried.

CUSF

Governance Structure

STRATEGIC PLANNING COMMITTEE/

CUSF Board of Directors/Organizational Structure

Approved February, 2009

Changes

Eliminations

1. Executive Committee Bylaw Change, Article 4 (Committees)
2. Combination of Secretary/ Treasurer Bylaw Change, Article 3 (Officers)
3. Public Engagement Committee
4. Grants and Programs Committee
5. Grant Evaluation Committee
6. Program Research Committee
7. Appointed School Board members
8. Appointed Teacher Representatives

Creates

1. Task Force/Focus Group Chair, Committee
2. Vice-chair as Governance Chair overseeing Nominating and Strategic Planning Committees
3. Increased responsibility of paid-staff
 - Development and marketing
 - Public relations
 - Alumni
 - Research and development of new programs
 - Evaluation of programs
 - Management of programs
4. Teacher Advisory Board

Retains

Superintendents

- Fund Development Committee Chair – At-large
- Finance and Audit Committee Chair – Treasurer
- Community Advisory Board
- Adhoc Grant Selection Committee (overseen by Task Force Chair)
- Nominating Committee (overseen by Vice-Chair)

Effect

Monthly meetings will be for Full Board of Directors. There will be no monthly meetings of an Executive Committee. The Board will effectively provide direction to staff through the Officers. Committee Chairs will report directly to the Board. With the elimination of the Executive Committee, Officers will not have power to represent board between meetings.