



An Independent 501(c)3 Charitable Organization

Wythe County Public Schools
Foundation for Excellence, Inc.
P.O. Box 815
Wytheville, VA 24382
www.wytheexcellence.org
foundation@wythek12.org
(276) 228-5411

Board Meeting
5:30 p.m., Tuesday, October 4, 2016
School Board Office - 1570 West Reservoir Street, Wytheville, VA 24382

Board Meeting Agenda

1. Call to Order – Adam Martin, Chair
2. Additions to the Agenda
3. Secretary’s Report – Rita Phillips
4. Treasurer’s Report – Patrick Hedrick
 - a. Review and approval of revised 2014 990
 - b. Review and approval of 2015 990
5. Wythe County Public Schools Report – Becki James
6. Staff Report – Audra Lucas
 - a. Conflict of Interest Questionnaire
 - b. Classroom Grants
 - c. Sandman Half Marathon
 - d. Donor Payroll Drive
7. Old Business
8. New Business
 - a. New Program/Initiative for 2016-2017
 - i. Wytheville Community College – Update
9. Schedule next meeting – November
10. New Board Member approval
11. Adjournment

A community supporting the love of learning...All students reaching their full potential.



Foundation for Excellence, Inc.

1570 West Reservoir Street, P.O. Box 815, Wytheville, VA 24382

www.WytheExcellence.org audra.lucas@wythek12.org

276-228-5411

Board of Directors

Adam Martin, Chair

Bobbi Dillow, Vice Chair

Rita Phillips, Secretary

Patrick Hedrick, Treasurer

Sidney Crockett

Judy Crouse

Natasha Puckett

Melissa Reardon

Marsha Underwood

Karla Yates

Becki C. James, Ex-Officio

Audra Lucas, Executive Director

The Board of Directors of the Wythe County Public Schools Foundation for Excellence, Inc., met on Tuesday, September 6, 2016 at 5:30 p.m. at the Wythe County Public School Board Office in Wytheville, Virginia.

Board Members Present

Adam Martin

Bobbi Dillow

Rita Phillips

Patrick Hedrick

Sidney Crockett

Natasha Puckett

Dr. Becki James

Judy Crouse

Karla Yates

Staff Present – Audra Lucas

Call to Order – Adam Martin called the meeting to order at 5:31 pm.

Additions to the Agenda-none

Guests- James Boger and Casey Ballard.

Approval of Minutes- Karla Yates moved to approve the minutes from the August 2016 board meeting. Natasha Puckett-seconded and the board voted to adopt the minutes.

Treasurer's Report – Patrick Hedrick presented the financial documents to the board.

- Since the bank has changed hands, the bank statements are not being received as timely as before the change.

Wythe County Schools Report – Dr. Becki James presented the report.

- Teachers have had to shuffle classrooms due to the heat.
- Universal Pre-K-there will be a partnership with DSS; there will be wrap-around services for pre-K. Two school family liaisons will be hired with the offices being housed within the school system.
- The first round of benchmarks will start in October
- Enrollment in the WCPS is up by 20-25%.

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Staff Report- Audra Lucas

- Glow Run-total of 91 people registered (50 less than last year) for a profit of \$630.72.
- Sandman is scheduled for January 14, 2017. Registration will open on October 1, 2016
- October-sponsorship drive month.
- William King Art Museum will present the VanGough Exhibit to 2nd grade students. The lecture is 45 minutes and the project is 45 minutes. They will visit three times/year.
- The Barter Players would like to present “The Giver” possibly in the middle school or high school setting
- Audra has contacted one of the founders of the PlayFund to see how we can make the PlayFund more active.
- Audra would like to talk to a group of teachers for approximately an hour to present information on the Foundation. She will also make a video that can be accessed by teachers at any time. Dr. James will present Audra’s request at the next principal’s meeting.

Old Business-none

New Business-

- WCC-site for a possible 2017 Summer Enrichment Program. Karla will discuss with the Administration at WCC. There is the possibility of having 1 extra lead teacher at WCC.
- Summer Enrichment will be the week of June 12-16.
- Bobbi Dillow completed a search on Jobs for 2025. Possibly focus on the information that she has provided as a focus.

Next Meeting- October 4, 2016 at 5:30 at the WCPS Board Office

New Board Member Approval-New board members will be voted in at the October meeting.

Adjournment –Adam Martin called the meeting adjourned at 6:18 pm.

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Mission Statement: The Wythe County Public Schools Foundation for Excellence partners with the community to enhance the educational experience in Wythe County Public Schools.

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WCPS Foundation for Excellence, Inc.

Statement of Financial Position

As of August 31, 2016

	<u>Aug 31, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash and cash equivalents	
1100 · FCB-General (0901002852)	510.86
1250 · FCB-Play Fund (0901006904)	6,964.56
1400 · FCB-Money Market (0905604547)	92,523.96
Total 1000 · Cash and cash equivalents	<u>99,999.38</u>
Total Checking/Savings	99,999.38
Other Current Assets	
3000 · Other Current Assets	
3100 · Prepaid Expenses	925.00
Total 3000 · Other Current Assets	<u>925.00</u>
Total Other Current Assets	925.00
Total Current Assets	<u>100,924.38</u>
TOTAL ASSETS	<u>100,924.38</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
4000 · Accounts Payable	
4100 · General	629.74
Total 4000 · Accounts Payable	<u>629.74</u>
Total Accounts Payable	629.74
Total Current Liabilities	<u>629.74</u>
Total Liabilities	629.74
Equity	
7200 · Temporarily Restricted	70,980.47
7300 · Unrestricted Net Assets	42,315.75
Net Income	-13,001.58
Total Equity	<u>100,294.64</u>
TOTAL LIABILITIES & EQUITY	<u>100,924.38</u>

WCPS Foundation for Excellence, Inc.
Statement of Financial Income and Expense
 July through August 2016

	Fundraising	Restricted	Unrestricted	TOTAL
Income				
8000 - Support and Revenue				
8100 - Donations and Contributions				
8101 - Individual	1,270.00	0.00	0.00	1,270.00
8102 - Business	125.00	0.00	0.00	125.00
8103 - WCPS-Payroll	0.00	0.00	639.00	639.00
8104 - Foundation/Trusts	0.00	0.00	7.50	7.50
8106 - Government				
8106a - WCPS In-kind	0.00	9,110.34	0.00	9,110.34
8106 - Government - Other	0.00	98.00	0.00	98.00
Total 8106 - Government	0.00	9,208.34	0.00	9,208.34
Total 8100 - Donations and Contributions	1,395.00	9,208.34	646.50	11,249.84
8200 - Earned Revenue				
8202 - Special Events				
8202a - Sponsorships	250.00	0.00	0.00	250.00
8202b - Registrations	1,945.00	0.00	0.00	1,945.00
Total 8202 - Special Events	2,195.00	0.00	0.00	2,195.00
8203 - Interest Income	0.00	0.40	16.54	16.94
Total 8200 - Earned Revenue	2,195.00	0.40	16.54	2,211.94
Total 8000 - Support and Revenue	3,590.00	9,208.74	663.04	13,461.78
Total Income	3,590.00	9,208.74	663.04	13,461.78
Expense				
9000 - Expenses				
9100 - Program				
9101 - General	0.00	2,773.43	0.00	2,773.43
9104 - Scholarships				
9104a - GWHS Scholarship	0.00	10,000.00	0.00	10,000.00
9104 - Scholarships - Other	0.00	500.00	0.00	500.00
Total 9104 - Scholarships	0.00	10,500.00	0.00	10,500.00
Total 9100 - Program	0.00	13,273.43	0.00	13,273.43
9200 - Management and General				
9201 - Personnel				
9201a - Salary-ED (WCPS In-kind)	0.00	6,508.34	0.00	6,508.34
9201c - Benefits-ED (WCPS In-kind)	0.00	2,602.00	0.00	2,602.00
Total 9201 - Personnel	0.00	9,110.34	0.00	9,110.34
9202 - Professional Services	420.00	0.00	0.00	420.00
9204 - Office Supplies	68.23	0.00	415.65	483.88
9205 - Postage and Shipping	216.20	0.00	102.00	318.20
9208 - Marketing	1,164.28	0.00	168.00	1,332.28
9210 - Travel and Conferences				
9210b - Meeting Expense	0.00	0.00	251.23	251.23
Total 9210 - Travel and Conferences	0.00	0.00	251.23	251.23
9211 - Insurance				
9211a - Board D&O	0.00	0.00	1,274.00	1,274.00
Total 9211 - Insurance	0.00	0.00	1,274.00	1,274.00
Total 9200 - Management and General	1,868.71	9,110.34	2,210.88	13,189.93
Total 9000 - Expenses	1,868.71	22,383.77	2,210.88	26,463.36
Total Expense	1,868.71	22,383.77	2,210.88	26,463.36
Net Income	1,721.29	-13,175.03	-1,547.84	-13,001.58

WCPS Foundation for Excellence, Inc.
Restricted-Unrestricted Cash Balances as of 8/31/16

Cash Accounts

First Bank-General (2852)	\$ 510.86
First Bank-PLAY (6904)	\$ 6,964.56
First Bank-Money Market (4547)	<u>\$ 92,523.96</u>

Total Cash **\$ 99,999.38**

Restricted Funds

GWHS Scholarship 2013	\$ 10,000.00
GWHS Scholarship 2014	\$ 15,000.00
GWHS Scholarship 2015	\$ 30,000.00
GWHS Scholarship 2016	\$ 35,000.00
Kidd Scholarship Fund	\$ 500.00
PLAY Fund	\$ 6,964.56
Walters Family Fund	\$ 2,000.00
WBF Oct 2015 (SE/Classroom Grants/K-Camp)	\$ (32,989.09)
White Scholarship Fund	<u>\$ 4,505.00</u>

Total Restricted Funds **\$ 70,980.47**

Fiscal Agent Funds

	\$ -
	<u>\$ -</u>
Total Fiscal Agent Funds	\$ -

Total Restricted/Fiscal Agent Funds **\$ 70,980.47**

Total Unrestricted Cash **\$ 29,018.91**

WCPS Foundation for Excellence, Inc.
Budget vs Actual by Class
 July through August 2016

	Fundraising			Restricted			Unrestricted			TOTAL		
	Jul - Aug 16	Budget	% of Budget	Jul - Aug 16	Budget	% of Budget	Jul - Aug 16	Budget	% of Budget	Jul - Aug 16	Budget	% of Budget
Income												
8000 - Support and Revenue												
8100 - Donations and Contributions												
8101 - Individual												
8101a - GWHS Scholarship	0.00			0.00	40,000.00	0.0%	0.00			0.00	40,000.00	0.0%
8101 - Individual - Other	1,270.00	6,000.00	21.2%	0.00	5,000.00	0.0%	0.00	2,000.00	0.0%	1,270.00	13,000.00	9.8%
Total 8101 - Individual	1,270.00	6,000.00	21.2%	0.00	45,000.00	0.0%	0.00	2,000.00	0.0%	1,270.00	53,000.00	2.4%
8102 - Business	125.00	1,500.00	8.3%	0.00			0.00	2,000.00	0.0%	125.00	3,500.00	3.6%
8103 - WCPS-Payroll	0.00			0.00			639.00	9,000.00	7.1%	639.00	9,000.00	7.1%
8104 - Foundation/Trusts	0.00			0.00	125,000.00	0.0%	7.50			7.50	125,000.00	0.0%
8105 - Non-Profit	0.00	1,500.00	0.0%	0.00			0.00			0.00	1,500.00	0.0%
8106 - Government												
8106a - WCPS In-kind	0.00			9,110.34	54,662.00	16.7%	0.00			9,110.34	54,662.00	16.7%
8106 - Government - Other	0.00			98.00			0.00			98.00	0.00	100.0%
Total 8106 - Government	0.00			9,208.34	54,662.00	16.8%	0.00			9,208.34	54,662.00	16.8%
Total 8100 - Donations and Contributions	1,395.00	9,000.00	15.5%	9,208.34	224,662.00	4.1%	646.50	13,000.00	5.0%	11,249.84	246,662.00	4.6%
8200 - Earned Revenue												
8202 - Special Events												
8202a - Sponsorships	250.00	2,500.00	10.0%	0.00			0.00			250.00	2,500.00	10.0%
8202b - Registrations	1,945.00	7,500.00	25.9%	0.00			0.00			1,945.00	7,500.00	25.9%
Total 8202 - Special Events	2,195.00	10,000.00	22.0%	0.00			0.00			2,195.00	10,000.00	22.0%
8203 - Interest Income	0.00			0.40			16.54	200.00	8.3%	16.94	200.00	8.5%
8204 - GWHS Scholarship Admin Fees	0.00			0.00			0.00	5,000.00	0.0%	0.00	5,000.00	0.0%
Total 8200 - Earned Revenue	2,195.00	10,000.00	22.0%	0.40			16.54	5,200.00	0.3%	2,211.94	15,200.00	14.6%
Total 8000 - Support and Revenue	3,590.00	19,000.00	18.9%	9,208.74	224,662.00	4.1%	663.04	18,200.00	3.6%	13,461.78	261,862.00	5.1%
Total Income	3,590.00	19,000.00	18.9%	9,208.74	224,662.00	4.1%	663.04	18,200.00	3.6%	13,461.78	261,862.00	5.1%
Expense												
9000 - Expenses												
9100 - Program												
9101 - General	0.00			2,773.43	95,000.00	2.9%	0.00			2,773.43	95,000.00	2.9%
9102 - Classroom Grants	0.00			0.00	30,000.00	0.0%	0.00	10,000.00	0.0%	0.00	40,000.00	0.0%
9104 - Scholarships												
9104a - GWHS Scholarship	0.00			10,000.00	40,000.00	25.0%	0.00			10,000.00	40,000.00	25.0%
9104 - Scholarships - Other	0.00			500.00	500.00	100.0%	0.00	4,000.00	0.0%	500.00	4,500.00	11.1%
Total 9104 - Scholarships	0.00			10,500.00	40,500.00	25.9%	0.00	4,000.00	0.0%	10,500.00	44,500.00	23.6%
Total 9100 - Program	0.00			13,273.43	165,500.00	8.0%	0.00	14,000.00	0.0%	13,273.43	179,500.00	7.4%

WCPS Foundation for Excellence, Inc.
Budget vs Actual by Class
July through August 2016

	Fundraising			Restricted			Unrestricted			TOTAL		
	Jul - Aug 16	Budget	% of Budget	Jul - Aug 16	Budget	% of Budget	Jul - Aug 16	Budget	% of Budget	Jul - Aug 16	Budget	% of Budget
9200 - Management and General												
9201 - Personnel												
9201a - Salary-ED (WCPS In-kind)	0.00			6,508.34	39,050.00	16.7%	0.00			6,508.34	39,050.00	16.7%
9201c - Benefits-ED (WCPS In-kind)	0.00			2,602.00	15,612.00	16.7%	0.00			2,602.00	15,612.00	16.7%
Total 9201 - Personnel	0.00			9,110.34	54,662.00	16.7%	0.00			9,110.34	54,662.00	16.7%
9202 - Professional Services	420.00	800.00	52.5%	0.00			0.00			420.00	800.00	52.5%
9204 - Office Supplies	68.23	500.00	13.6%	0.00			415.65	500.00	83.1%	483.88	1,000.00	48.4%
9205 - Postage and Shipping	216.20	400.00	54.1%	0.00			102.00	200.00	51.0%	318.20	600.00	53.0%
9206 - Printing and Copying	0.00	250.00	0.0%	0.00			0.00			0.00	250.00	0.0%
9208 - Marketing	1,164.28	3,700.00	31.5%	0.00			168.00	500.00	33.6%	1,332.28	4,200.00	31.7%
9210 - Travel and Conferences												
9210b - Meeting Expense	0.00			0.00			251.23	300.00	83.7%	251.23	300.00	83.7%
Total 9210 - Travel and Conferences	0.00			0.00			251.23	300.00	83.7%	251.23	300.00	83.7%
9211 - Insurance												
9211a - Board D&O	0.00			0.00			1,274.00	1,274.00	100.0%	1,274.00	1,274.00	100.0%
9211b - Program	0.00			0.00			0.00	500.00	0.0%	0.00	500.00	0.0%
9211c - Special Events	0.00	500.00	0.0%	0.00			0.00			0.00	500.00	0.0%
Total 9211 - Insurance	0.00	500.00	0.0%	0.00			1,274.00	1,774.00	71.8%	1,274.00	2,274.00	56.0%
9212 - Miscellaneous												
9212c - Corporate Expenses	0.00			0.00			0.00	100.00	0.0%	0.00	100.00	0.0%
Total 9212 - Miscellaneous	0.00			0.00			0.00	100.00	0.0%	0.00	100.00	0.0%
Total 9200 - Management and General	1,868.71	6,150.00	30.4%	9,110.34	54,662.00	16.7%	2,210.88	3,374.00	65.5%	13,189.93	64,186.00	20.5%
Total 9000 - Expenses	1,868.71	6,150.00	30.4%	22,383.77	220,162.00	10.2%	2,210.88	17,374.00	12.7%	26,463.36	243,686.00	10.9%
Total Expense	1,868.71	6,150.00	30.4%	22,383.77	220,162.00	10.2%	2,210.88	17,374.00	12.7%	26,463.36	243,686.00	10.9%
Net Income	1,721.29	12,850.00	13.4%	-13,175.03	4,500.00	-292.8%	-1,547.84	826.00	-187.4%	-13,001.58	18,176.00	-71.5%