



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@wytek12.org
(276) 228-5411

5:30 p.m., Tuesday, August 9th, 2016
West Wind Farm – Vineyard & Winery
180 West Wind Drive, Max Meadows, VA 24360

Board Meeting Agenda

1. Call to Order – Adam Martin, Chair
 - a. Welcome Guests & new board members
2. Additions to the Agenda
3. Wythe County Public Schools Report – Becki James
4. Secretary’s Report – Rita Phillips
 - a. Review and approval of minutes from July 2016 meeting
5. Treasurer’s Report – Patrick Hedrick
 - a. FY 16-17 Budget approval
 - b. Bylaws revision & approval
 - c. Policy & Procedures Manual approval
6. Staff Report – Audra Lucas
7. Old Business
8. New Business
 - a. New Program/Initiative for 2016-2017
 - b. PLAY Fund
9. Schedule next meeting – September
10. New Board Members: Questions/Discussion
11. Adjournment

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

Foundation for Excellence - Staff Update

- a. Glow Run – 8/13/16
 - i. Volunteer Sign Up
 - ii. Food/Water donations
- b. Summer Donor Mailing
 - i. Total donations to date: \$945.00
- c. Wythe-Bland Foundation Grant application request
 - i. Summer Enrichment/Classroom Grant/Kindergarten Camp - \$128,000
- d. September Payroll Donor Drive
- e. Constant Contact



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

Deanna Bradberry

Sidney Crockett

Judy Crouse

Brandi Jones

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, July 12, 2016 at 5:30 p.m. at the School Board Office in Wytheville, Virginia.

Board Members Present

Adam Martin

Bobbi Dillow

Rita Phillips

Patrick Hedrick

Sidney Crockett

Natasha Puckett

Dr. Becki James

Staff Present – Audra Lucas

Call to Order – Adam Martin called the meeting to order at 5:35 pm.

Additions to the Agenda-none

Approval of Minutes- Natasha Puckett moved to approve the minutes from the June 2016 board meeting. Sidney Crockett-seconded and the board voted to adopt the minutes.

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

- Discussion regarding audit-recommend having the audit every other year; further discussion and voting will occur at the Annual Meeting in August.
- Audra will send out 2016-2017 Budget Overview prior to August meeting for board review and questions.

Committee Reports/Discussion-

- Annual Meeting-West Wind Winery at 5:30 on August 9.
- Audra will send out invitations to potential members.

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

- Wythe County Schools improved SOL scores by 200%.
- Universal Pre-school program is progressing nicely. The chosen curriculum is by Frog Street. The first satellite program will be housed in the Recreation Center.
- August 3-teachers come back from summer break.

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

- August 10-students first day of school.

Staff Report- Audra Lucas

- Glow Run-scheduled for 8-13-16. Registration starts at 6 pm with the race starting at 7:30 pm.
- Jon Deters sent out summer donor mailing.
- Wythe-Bland Foundation Grant application is due on August 1. This grant cycle is for funding for the Summer Enrichment and Kindergarten Camp.

Old Business-none

New Business-recommend providing Jon Deters with a gift card prior to finishing internship. Members also want to provide Susan Evans and Wilson Bethard with gift baskets from Petals.

Next Meeting –August 9, 2016 at 5:30 p.m. at the West Wind Winery.

Adjournment –Adam Martin called the meeting adjourned at 6:14 pm.

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

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

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

WCPS Foundation for Excellence, Inc.

Statement of Financial Position

08/08/16

As of June 30, 2016

Accrual Basis

	<u>Jun 30, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash and cash equivalents	
1100 · FCB-General (0901002852)	54,729.83
1250 · FCB-Play Fund (0901006904)	6,866.16
1400 · FCB-Money Market (0905604547)	107,515.25
Total 1000 · Cash and cash equivalents	<u>169,111.24</u>
Total Checking/Savings	169,111.24
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>170,036.24</u>
TOTAL ASSETS	<u>170,036.24</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
4000 · Accounts Payable	
4100 · General	56,740.02
Total 4000 · Accounts Payable	<u>56,740.02</u>
Total Accounts Payable	56,740.02
Total Current Liabilities	<u>56,740.02</u>
Total Liabilities	56,740.02
Equity	
7200 · Temporarily Restricted	84,155.50
7300 · Unrestricted Net Assets	28,482.79
Net Income	657.93
Total Equity	<u>113,296.22</u>
TOTAL LIABILITIES & EQUITY	<u>170,036.24</u>

WCPS Foundation for Excellence, Inc.
Statement of Financial Income and Expense
 July 2015 through June 2016

	<u>Fundraising</u>	<u>Restricted</u>	<u>Unrestricted</u>	<u>TOTAL</u>
Income				
8000 - Support and Revenue				
8100 - Donations and Contributions				
8101 - Individual				
8101a - GWHS Scholarship	0.00	40,000.00	0.00	40,000.00
8101 - Individual - Other	3,600.00	4,212.41	1,482.36	9,294.77
Total 8101 - Individual	3,600.00	44,212.41	1,482.36	49,294.77
8102 - Business	675.00	0.00	1,700.00	2,375.00
8103 - WCPS-Payroll	0.00	0.00	7,989.00	7,989.00
8104 - Foundation/Trusts	0.00	109,043.57	1,030.42	110,073.99
8105 - Non-Profit				
8105a - HOPE In-kind	0.00	3,825.00	0.00	3,825.00
8105 - Non-Profit - Other	500.00	100.00	0.00	600.00
Total 8105 - Non-Profit	500.00	3,925.00	0.00	4,425.00
8106 - Government				
8106a - WCPS In-kind	0.00	53,551.32	0.00	53,551.32
8106 - Government - Other	0.00	552.00	0.00	552.00
Total 8106 - Government	0.00	54,103.32	0.00	54,103.32
Total 8100 - Donations and Contributions	4,775.00	211,284.30	12,201.78	228,261.08
8200 - Earned Revenue				
8202 - Special Events				
8202a - Sponsorships	1,100.00	0.00	0.00	1,100.00
8202b - Registrations	6,658.00	0.00	0.00	6,658.00
Total 8202 - Special Events	7,758.00	0.00	0.00	7,758.00
8203 - Interest Income	0.00	7.55	201.56	209.11
8204 - GWHS Scholarship Admin Fees	0.00	0.00	5,000.00	5,000.00
Total 8200 - Earned Revenue	7,758.00	7.55	5,201.56	12,967.11
Total 8000 - Support and Revenue	12,533.00	211,291.85	17,403.34	241,228.19
Total Income	12,533.00	211,291.85	17,403.34	241,228.19
Expense				
9000 - Expenses				
9100 - Program				
9101 - General				
9101 - General	0.00	92,585.40	0.00	92,585.40
9102 - Classroom Grants				
9102 - Classroom Grants	0.00	28,673.98	9,557.99	38,231.97
9104 - Scholarships				
9104a - GWHS Scholarship	0.00	40,000.00	0.00	40,000.00
9104 - Scholarships - Other	0.00	500.00	4,000.00	4,500.00
Total 9104 - Scholarships	0.00	40,500.00	4,000.00	44,500.00
9105 - Student Tuition	0.00	0.00	0.00	0.00
Total 9100 - Program	0.00	161,759.38	13,557.99	175,317.37
9200 - Management and General				
9201 - Personnel				
9201a - Salary-ED (WCPS In-kind)	0.00	38,400.00	0.00	38,400.00
9201c - Benefits-ED (WCPS In-kind)	0.00	15,151.32	0.00	15,151.32
Total 9201 - Personnel	0.00	53,551.32	0.00	53,551.32
9202 - Professional Services				
9202a - Accounting	0.00	3,825.00	0.00	3,825.00
9202 - Professional Services - Other	745.00	0.00	0.00	745.00
Total 9202 - Professional Services	745.00	3,825.00	0.00	4,570.00
9204 - Office Supplies	13.68	56.00	2.25	71.93
9205 - Postage and Shipping	157.29	0.00	145.00	302.29

WCPS Foundation for Excellence, Inc.
Statement of Financial Income and Expense

July 2015 through June 2016

	<u>Fundraising</u>	<u>Restricted</u>	<u>Unrestricted</u>	<u>TOTAL</u>
9208 · Marketing	3,876.95	0.00	325.75	4,202.70
9210 · Travel and Conferences				
9210b · Meeting Expense	0.00	0.00	221.67	221.67
Total 9210 · Travel and Conferences	0.00	0.00	221.67	221.67
9211 · Insurance				
9211a · Board D&O	0.00	0.00	1,274.00	1,274.00
9211b · Program	0.00	0.00	462.50	462.50
9211c · Special Events	462.50	0.00	0.00	462.50
Total 9211 · Insurance	462.50	0.00	1,736.50	2,199.00
9212 · Miscellaneous				
9212a · Bank Service Fees	0.00	35.00	2.36	37.36
9212b · Interest Expense	0.00	0.00	18.67	18.67
9212c · Corporate Expenses	0.00	0.00	77.95	77.95
Total 9212 · Miscellaneous	0.00	35.00	98.98	133.98
Total 9200 · Management and General	5,255.42	57,467.32	2,530.15	65,252.89
Total 9000 · Expenses	5,255.42	219,226.70	16,088.14	240,570.26
Total Expense	5,255.42	219,226.70	16,088.14	240,570.26
Net Income	<u>7,277.58</u>	<u>-7,934.85</u>	<u>1,315.20</u>	<u>657.93</u>

WCPS Foundation for Excellence, Inc.
Restricted-Unrestricted Balances as of 6/30/16

Cash Accounts

First Bank-General (2852)	\$ 54,714.83
First Bank-PLAY (6904)	\$ 6,866.16
First Bank-Money Market (4547)	<u>\$ 107,515.25</u>

Total Cash **\$ 169,096.24**

Restricted Funds

2013 MSHA HEAL Appalachia	\$ -
GWHS Scholarship 2013	\$ 10,000.00
GWHS Scholarship 2014	\$ 20,000.00
GWHS Scholarship 2015	\$ 30,000.00
GWHS Scholarship 2016	\$ 40,000.00
Kidd Scholarship Fund	\$ 500.00
PLAY Fund	\$ 6,866.16
Walters Family Fund	\$ 2,000.00
WBF Oct 2015 (SE/Classroom Grants/K-Camp)	\$ (30,215.66)
White Scholarship Fund	<u>\$ 5,005.00</u>

Total Restricted Funds **\$ 84,155.50**

Fiscal Agent Funds

WBF Apr 2015 (CPR Equipment)(WCPS)	\$ -
WBF Apr 2015 (E-Learning)(WCPS)	<u>\$ -</u>

Total Fiscal Agent Funds **\$ -**

Total Restricted/Fiscal Agent Funds **\$ 84,155.50**

Total Unrestricted Cash **\$ 84,940.74**

WCPS Foundation for Excellence, Inc.
Budget vs Actual by Class
 July 2015 through June 2016

	Fundraising			Restricted			Unrestricted			TOTAL		
	Jul '15 - Jun 16	Budget	% of Budget	Jul '15 - Jun 16	Budget	% of Budget	Jul '15 - Jun 16	Budget	% of Budget	Jul '15 - Jun 16	Budget	% of Budget
Income												
8000 - Support and Revenue												
8100 - Donations and Contributions												
8101 - Individual												
8101a - GWHS Scholarship	0.00			40,000.00	40,000.00	100.0%	0.00			40,000.00	40,000.00	100.0%
8101 - Individual - Other	3,600.00	6,500.00	55.4%	4,212.41	5,000.00	84.2%	1,482.36	10,000.00	14.8%	9,294.77	21,500.00	43.2%
Total 8101 - Individual	3,600.00	6,500.00	55.4%	44,212.41	45,000.00	98.2%	1,482.36	10,000.00	14.8%	49,294.77	61,500.00	80.2%
8102 - Business	675.00	2,000.00	33.8%	0.00			1,700.00	5,000.00	34.0%	2,375.00	7,000.00	33.9%
8103 - WCPS-Payroll	0.00			0.00			7,989.00	9,000.00	88.8%	7,989.00	9,000.00	88.8%
8104 - Foundation/Trusts	0.00			109,043.57	155,785.00	70.0%	1,030.42			110,073.99	155,785.00	70.7%
8105 - Non-Profit												
8105a - HOPE In-kind	0.00			3,825.00			0.00			3,825.00	0.00	100.0%
8105 - Non-Profit - Other	500.00	0.00	100.0%	100.00			0.00	2,500.00	0.0%	600.00	2,500.00	24.0%
Total 8105 - Non-Profit	500.00	0.00	100.0%	3,925.00			0.00	2,500.00	0.0%	4,425.00	2,500.00	177.0%
8106 - Government												
8106a - WCPS In-kind	0.00			53,551.32	53,551.00	100.0%	0.00			53,551.32	53,551.00	100.0%
8106 - Government - Other	0.00			552.00			0.00			552.00	0.00	100.0%
Total 8106 - Government	0.00			54,103.32	53,551.00	101.0%	0.00			54,103.32	53,551.00	101.0%
Total 8100 - Donations and Contributions	4,775.00	8,500.00	56.2%	211,284.30	254,336.00	83.1%	12,201.78	26,500.00	46.0%	228,261.08	289,336.00	78.9%
8200 - Earned Revenue												
8201 - Student Tuition	0.00			0.00	15,000.00	0.0%	0.00			0.00	15,000.00	0.0%
8202 - Special Events												
8202a - Sponsorships	1,100.00	3,500.00	31.4%	0.00			0.00			1,100.00	3,500.00	31.4%
8202b - Registrations	6,658.00	3,500.00	190.2%	0.00			0.00			6,658.00	3,500.00	190.2%
Total 8202 - Special Events	7,758.00	7,000.00	110.8%	0.00			0.00			7,758.00	7,000.00	110.8%
8203 - Interest Income	0.00			7.55			201.56	200.00	100.8%	209.11	200.00	104.6%
8204 - GWHS Scholarship Admin Fees	0.00			0.00			5,000.00	5,000.00	100.0%	5,000.00	5,000.00	100.0%
Total 8200 - Earned Revenue	7,758.00	7,000.00	110.8%	7.55	15,000.00	0.1%	5,201.56	5,200.00	100.0%	12,967.11	27,200.00	47.7%
Total 8000 - Support and Revenue	12,533.00	15,500.00	80.9%	211,291.85	269,336.00	78.4%	17,403.34	31,700.00	54.9%	241,228.19	316,536.00	76.2%
Total Income	12,533.00	15,500.00	80.9%	211,291.85	269,336.00	78.4%	17,403.34	31,700.00	54.9%	241,228.19	316,536.00	76.2%
Expense												
9000 - Expenses												
9100 - Program												
8101 - General	0.00			92,585.40	130,785.00	70.8%	0.00			92,585.40	130,785.00	70.8%
8102 - Classroom Grants	0.00			28,673.98	30,000.00	95.6%	9,557.99	10,000.00	95.6%	38,231.97	40,000.00	95.6%
9104 - Scholarships												
9104a - GWHS Scholarship	0.00			40,000.00	40,000.00	100.0%	0.00			40,000.00	40,000.00	100.0%
9104 - Scholarships - Other	0.00			500.00	500.00	100.0%	4,000.00	4,000.00	100.0%	4,500.00	4,500.00	100.0%
Total 9104 - Scholarships	0.00			40,500.00	40,500.00	100.0%	4,000.00	4,000.00	100.0%	44,500.00	44,500.00	100.0%
8105 - Student Tuition	0.00			0.00	15,000.00	0.0%	0.00			0.00	15,000.00	0.0%
Total 9100 - Program	0.00			161,759.38	216,285.00	74.8%	13,557.99	14,000.00	96.8%	175,317.37	230,285.00	76.1%

**WCPS Foundation for Excellence, Inc.
Budget vs Actual by Class
July 2015 through June 2016**

	Fundraising			Restricted			Unrestricted			TOTAL		
	Jul '15 - Jun 16	Budget	% of Budget	Jul '15 - Jun 16	Budget	% of Budget	Jul '15 - Jun 16	Budget	% of Budget	Jul '15 - Jun 16	Budget	% of Budget
9200 - Management and General												
9201 - Personnel												
9201a - Salary-ED (WCPS In-kind)	0.00			38,400.00	38,400.00	100.0%	0.00			38,400.00	38,400.00	100.0%
9201c - Benefits-ED (WCPS In-kind)	0.00			15,151.32	15,151.00	100.0%	0.00			15,151.32	15,151.00	100.0%
Total 9201 - Personnel	0.00			53,551.32	53,551.00	100.0%	0.00			53,551.32	53,551.00	100.0%
9202 - Professional Services												
9202a - Accounting	0.00			3,825.00			0.00	4,000.00	0.0%	3,825.00	4,000.00	95.6%
9202 - Professional Services - Other	745.00	0.00	100.0%	0.00			0.00			745.00	0.00	100.0%
Total 9202 - Professional Services	745.00	0.00	100.0%	3,825.00			0.00	4,000.00	0.0%	4,570.00	4,000.00	114.3%
9204 - Office Supplies	13.68	0.00	100.0%	56.00			2.25	500.00	0.5%	71.93	500.00	14.4%
9205 - Postage and Shipping	157.29	600.00	26.2%	0.00			145.00	200.00	72.5%	302.29	800.00	37.8%
9206 - Printing and Copying	0.00	250.00	0.0%	0.00			0.00			0.00	250.00	0.0%
9208 - Marketing	3,876.95	1,500.00	258.5%	0.00			325.75	500.00	65.2%	4,202.70	2,000.00	210.1%
9210 - Travel and Conferences												
9210b - Meeting Expense	0.00			0.00			221.67	500.00	44.3%	221.67	500.00	44.3%
Total 9210 - Travel and Conferences	0.00			0.00			221.67	500.00	44.3%	221.67	500.00	44.3%
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			462.50	500.00	92.5%	462.50	500.00	92.5%
9211c - Special Events	462.50	500.00	92.5%	0.00			0.00			462.50	500.00	92.5%
Total 9211 - Insurance	462.50	500.00	92.5%	0.00			1,736.50	1,774.00	97.9%	2,199.00	2,274.00	96.7%
9212 - Miscellaneous												
9212a - Bank Service Fees	0.00			35.00			2.36			37.36	0.00	100.0%
9212b - Interest Expense	0.00			0.00			18.67			18.67	0.00	100.0%
9212c - Corporate Expenses	0.00			0.00			77.95	100.00	78.0%	77.95	100.00	78.0%
Total 9212 - Miscellaneous	0.00			35.00			98.98	100.00	99.0%	133.98	100.00	134.0%
Total 9200 - Management and General	5,255.42	2,850.00	184.4%	57,467.32	53,551.00	107.3%	2,530.15	7,574.00	33.4%	65,252.89	63,975.00	102.0%
Total 9000 - Expenses	5,255.42	2,850.00	184.4%	219,226.70	269,836.00	81.2%	16,088.14	21,574.00	74.6%	240,570.26	294,260.00	81.8%
Total Expense	5,255.42	2,850.00	184.4%	219,226.70	269,836.00	81.2%	16,088.14	21,574.00	74.6%	240,570.26	294,260.00	81.8%
Net Income	7,277.58	12,650.00	57.5%	-7,934.85	-500.00	1,587.0%	1,315.20	10,126.00	13.0%	657.93	22,276.00	3.0%

Foundation for Excellence Payroll Donor Drive

Become a payroll donor today!

1. Every dollar donated through Donor Payroll has a direct impact on our programs and are tax-deductible.
2. Each year the Foundation for Excellence awards \$40,000 in Classroom Grants to WCPS teachers.
3. Through grant awards, teachers can secure the tools needed to improve learning!

Help make 2016-2017 a great year for the Foundation for Excellence!

The school who has the most participation in our donor drive will win a catered, duty-free lunch!

Contest will end on Friday, September 29th.

This contest applies to new payroll donor members, or current payroll donors who increase the amount they are contributing each month.



Donor Payroll form is available at
www.wytheexcellence.org or in your
school office

Questions:

foundation@wythek12.org

