

West Fargo Educational Foundation

Summary of 02.18.13 Meeting

Attendees: David Flowers, Mark Lemer, Heather Konschak and Kaitlyn Kuntz // Karen Nitzkowski, Greg Tehven, Allison Ottesen, Jimmy Hoy and Clint Schmidt (via phone)

- 1) Celebrations
 - a. Congratulations to Dr. Flowers on being named the 2013 North Dakota Superintendent of the Year! He heads to the AASA Conference in Los Angeles later this week to participate in the National Superintendent of the Year program.
- 2) Jim Thompson Matching Gift
 - a. The Foundation did receive enough in donations to qualify for Jim Thompson's \$1,000.00 matching gift. Mr. Thompson submitted his matching gift right before Christmas.
 - b. Mark Lemer and Clint Schmidt wrote and sent thank-you cards to all donors.
 - c. Each donor was added to the Foundation's small, but growing, list of contributors.
- 3) Executive Director of the Foundation Board
 - a. The Foundation's Executive Committee submitted to the school district a staff request for an Executive Director. The request included information about the Foundation's mission and vision; what is currently happening with the Foundation; and the rationale for asking for the Executive Director position right away.
 - b. Dr. Flowers indicated that the request is a part of a very large list of district staffing requests. It will be weighed against all other submissions; decisions should be made by late-March.
- 4) 501(c)3 status
 - a. The Foundation's 501(c)3 status has not yet been confirmed by the IRS.
 - b. The Board's attorney advised the Foundation to hold tight until the status is confirmed. If funds continue to be raised, the risk is that they would not be tax-deductible to the donor.
 - c. Mark Lemer and Jimmy Hoy will work with Board's attorney Jon Arntson to discuss possible short-term solutions that will allow the Foundation to continue raising money.
- 5) Conflict of Interest
 - a. All current Foundation Board members need to sign the conflict of interest forms and return to Mark Lemer.
 - b. Forms have been received from Gary Clark, Allison Ottesen, Jimmy Hoy, Karen Nitzkowski, Greg Tehven, Clint Schmidt and Dr. Flowers.
 - c. Once all forms are received, Mark Lemer will scan and email them to the Executive Committee for their review.

6) Mission & Vision

- a. Karen Nitzkowski moved, seconded by Greg Tehven, to officially adopt the mission and vision of the Foundation as presented below:
 - i. Mission > “Create exemplary futures for West Fargo Public Schools students, by enhancing the district’s capacity for all students to achieve 21st Century Skills.”
 - ii. Vision > “To boldly advance the education of West Fargo Public Schools students by providing progressive opportunities for learning above and beyond the basic curriculum. These actions will be achieved by respecting West Fargo heritage, building on the West Fargo Alumni legacy, and inspiring the future by noble pursuits. Through these endeavors and supporting West Fargo teachers, parents and administration, the West Fargo Education Foundation will strive to empower students with the capacity for success.”
- b. The motion carried unanimously.

7) West Fargo High School Hall of Fame

- a. WFHS Assistant Principal Dan Holder has given his approval for the Foundation to take over the Hall of Fame event.
- b. The Foundation does currently have enough money to cover the costs associated with the event (based on last year’s budget).

8) Reminders / Next Steps

- a. Heather Konschak will work with Mark Staples on the transfer of secretarial duties for the Foundation.
- b. Mark Lemer will work with Allison Ottesen on the duties and responsibilities of the treasurer.
- c. In the near future, the Educational Foundation information will be moved from the School Board webpage to its own link on the Community webpage. This move will further separate the Foundation from the work of the School Board, and will serve as a good transition until the Foundation gets its own website.