

West Fargo Educational Foundation  
February 29, 2016

Attendees (*in person*): Valerie Fiske, Kaitlyn Kuntz, Alison Ottesen, Judy Kvaale, Nancy Peterson, Tim Peterson, Mark Berntson, Heather Konschak, Mark Lemer  
Attendees (*via phone*): Shauna Vistad

1. Mini Grant Focus for 2016–17
  - a. Is there a desire for the Foundation to focus in on one area for the mini–grants in 2016–17, or is the preference to keep it broad?
  - b. Mark Lemer indicated that regardless of the Foundation’s decision, the district should come up with guidance for things that need to be district–level initiatives or expenses...things that go through the regular budget process with principals, like furniture or technology. It was suggested that the Foundation steer clear of those everyday items in order to focus on the “above and beyond.”
  - c. Topics of interest to the Foundation were STEM/STEAM project–based learning...items that teachers would do in addition to the guaranteed curriculum.
    - i. In a related discussion, the Foundation indicated interest in pursuing their own grant funds for administrative expenses related to Foundation development, as well as the development of a Critical Needs fund.
2. Homecoming Date
  - a. Friday, September 23, 2016
3. Supporting Staff of the Year Programs
  - a. Since 1985, WFPS has had a Teacher of the Year program. This year, the district changed its program from that one singular Teacher of the Year award to two awards: one for professional and one for classified staff members.
  - b. In addition to that change, the district would also like to see an improvement to the prize awarded to the recipient. The current prize includes flowers, a plaque and a gift worth ~\$100. In addition to those items, the district is asking the Foundation to consider gifting a \$500 cash award to each of the recipients on an annual basis.
  - c. Tim Peterson moved to award two \$500 grants to support the Staff of the Year program; Judy Kvaale seconded and the motion carried.

#### 4. District vs. Foundation Donations

- a. When the question arises about where a donation should be directed (foundation or district), ask the donor if they have a specific purpose or project in mind. If they do, the money should flow directly to the district so the money can be distributed quickly. If they just wish to give money for use as the district sees fit, the Foundation would be an appropriate depository for the funds.

#### 5. Next Steps

- a. Angela is finishing up some grant applications that are due in March/April.
- b. The next meeting is scheduled for Monday, March 21 @ 7:30 AM @ the LEC.