Minutes of the Meeting of Board of Directors of
Bowman Education Foundation
A California Nonprofit Education Corporation

The board of directors of Bowman Education Foundation held their monthly meeting on

February 27, 2014, called to order at 6:04pm, in Auburn, California.

The following directors, constituting a quorum of the full board, were present at the meeting:

Chad Bender, Janice Fera, Jenn Ostrom, Dave Slane, Ami Stroud

Other attendees: Ian Byerrum

I.   OLD BUSINESS

A. Minutes of Jan. 16, 2014 were approved.

B. Financial Report (Chad)

1. Summary of last month's expenses and revenue. Balance: $17,826.83.

2. IN PROGRESS: Tax paperwork

3. BEF is receiving donations for 2014 Giving Campaign

4. Amazon Smile Program: DONE: Jen Kaiser added a Facebook note; Caine created Bulletin blurb. Payments will be made quarterly.

C. Correspondence (Janice)

1. Thank you notes from Caine Sussman (grant) and API Marketing (for our business)

D. ***TO DO: Board members please contact Michelle Nichols to schedule your photo for Yearbook and BEF website.***

E. BEF to Bowman Teacher Grants (Janice)

1. Discussion: Informal feedback from Principal Yee confirms our grant process is working with teaching staff (Janice)

2. POSTPONED: Discuss allowing parents to spearhead ideas for grants.

3. DONE: Janice e-circulated results of 2012 parent survey to board.

4. **TO DO:** Ami to draft a survey for parents ("How would you choose to spend $1000 at our school?"). Jenn shared a safety/health facilities request.

5. **TO DO:** Janice to send reminder to teachers to please fill out and submit their "Grant Completion Documents"

F. External Grants applied for by BEF (Janice)

1. STATUS: The Library Grant committee is underway, organized by Sheri Callow.

2. Discussion: Dave suggested we research grant opportunities with Wells Fargo, perhaps for financial planning elective (investing, budgeting, loans), or purchasing Chromebooks, or a comprehensive Spanish program for K-8. **TO DO:** Further research and discussion at next meeting.

II. **NEW BUSINESS**
A. Special Presentation: Grant Request from Ian Byerrum for Technology Elective "GenYES 1:1" creating a "Tech Squad" which teaches tech and leadership skills.

1. Following presentation, Board voted to award the grant, total: $2000 (Note: Expense is shared with Ackerman School Board, also contributing $2000).

B. Communications

1. Chad shared PTO news including plans for golf fundraiser in May at Winchester CC, and $25 painted tiles.

2. Dave noted that Caine has offered to serve on a "Facilities Master Plan Steering Committee" sponsored by the Ackerman School Board.

3. Discussion: Create database of contacts, expanding our ability to email BEF info.

1. **TO DO:** Janice to draft letter and send it to wider circle of parents, including an opt-out if requested.

C. New Fundraisers

1. **2014 Giving Campaign:** On NOW! First checks received already, costs covered.

1. Special thanks to Annie Larsen and Paddy Lawton for helping staple and distribute materials, and Caine and Jenn for banner and sign. Printing cost for color copies plus envelopes came in below budget (API-Marketing, Auburn).

a. DONE: pre-announced in bulletin AND Gary's weekly Connect-Ed voicemail to homes, AND reminded teachers to emphasize importance to students, then placed info in backpacks.
b. DISCUSSION: It seems not all teachers followed the requested guidelines (some distributed early, some late)

2. **Oktoberfest 2014:** Jenn Ostrom presented a comprehensive outline of committees needed. Thanks to the Young family for their generous offer to host. Tentative date Friday, Sept. 26. **TO DO**: Janice to email Okto 2012 survey results for a refresher on what attendees liked best.

NEXT MEETING: THURSDAY, March 20, 2014, 6-7:30pm, in the Bowman Library.

Since there was no further business to come before the meeting, on motion duly made and seconded, the meeting was adjourned at 7:58pm.

Dated: February 27, 2014

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Janice Fera, Secretary