



CLEAR CREEK
EDUCATION FOUNDATION

Clear Creek Education Foundation

Directors' Meeting • Large Staff Development Room 8:00 AM

March 24, 2010

Minutes

Board Attendees: Joe Barlow, Patty Cooper, Bob Elford, Tonita Franklin, Lisa Holbrook, Gene Hollier, Dennis Johnson, Jamieson Mackay, Dinah Matthews, Joan McKinney, Santiago Mendoza, Scott Rainey, Bob Richmond, Wendy Shaw, Jim Towey and Rick Wade

Ex Officio Attendees: Bob Davee, Dr. Steve Ebell, Svetlana Hanson, Angela Jenkins and Dr. Greg Smith

Call To Order

The meeting was called to order by Lisa Holbrook, Chairman, at 8:10 AM. A quorum was present. Dinah Matthews, Secretary, was present.

Lisa opened the meeting with an inspirational quote.

Approval of Minutes

The minutes of the February 2010 Board of Director's (BOD) meeting were approved as presented.

Executive Committee Report

Dinah read the synopsis of the Executive Committee (EC) meeting that was held on Wednesday, March 10.

Superintendent's Report

Congratulations and a huge thank you to Bob Davee (District 1) for submitting the paperwork to continue his service to CCISD as a member of the Board of Trustees. As an unopposed candidate, he will be a member of the group for another three year term. For the position of At-Large B, Ann Hammond, incumbent, Star Lazarow and Colton Schultz are the three candidates. The Clear Lake Area Chamber of Commerce will be hosting a Candidates' Forum on Monday, April 19 at 5:30 PM in the My Flooring America Boardroom. The League City Chamber of Commerce will be hosting a Candidates' Forum on April 6 at 6:00 PM at the League City City Hall. This forum will also include candidates for the League City City Council.

Once again, much appreciation to Clear Lake Regional Medical Center and their support of CCISD and the Clear Creek Education Foundation with their \$300,000 donation that will benefit students and teachers at the secondary levels among our campuses.

On April 1, BP will tour the latest intermediate campus still under construction, Bayside, in order to provide them with an opportunity to see where the newest Career Exploration

Technology Lab will be housed in hopes of obtaining funding from them for the cost (full/partial) of the lab.

The Board of Trustees (BOT) approved 4.5 million dollars for the staffing needs at Bayside Intermediate and Clear Falls High School.

The Board of Trustees (BOT) also approved Clear Creek Intermediate as the campus that will continue the dual immersion program that is currently part of the McWhirter curriculum.

Superintendent Scholars at the high school campuses will be recognized during April.

Coordinator Report

The CCEF brochure has been updated. There are approximately 500 available to distribute.

The next CCEF BOD meeting will be held on Wednesday, April 21 at 11:30 AM at Armand Bayou Elementary. Mary Caruth will be speaking on the grant she was awarded from CCEF, the Heart Race Adventure Challenge.

Angela will be attending training on April 29 and 30 that is sponsored by the Texas Pioneer Foundation. She contributed to the grant that was submitted that if allocated, will allow this training to be fully funded. The grant request totaled \$27,000.

Acceptance letters were mailed to the student models for the fashion show. Since her last report, one student from Clear View applied with two more expected. There are still no applicants from Clear Springs.

As a result of attending the annual Texas School Public Relations Association (TSPRA) conference in February and participating in valuable workshops, Angela will be working with the Fundraising committee to determine the most effective way to launch payroll deduction in August.

Friday, April 23 has been designated as Education Foundation Day at the Astros. The flyer is provided with all the details.(Attachment A)

Two Fashion Show sponsors per week will be featured on the CCISD Web site.

Thanks to Bob Elford for providing a contact at Plant Automation Services that allowed us a second opportunity to showcase the Career Exploration Technology Lab at Victory Lakes Intermediate in hopes of additional funding.

Board Development

Gene Hollier moved to nominate Joe Barlow as Vice-Chairman of the Clear Creek Education Foundation Board of Directors. As the recommendation came from the Executive Committee, a second was not required. The motion carried and Joe Barlow was elected Vice-Chairman.

Gene Hollier moved to nominate Jan Bailey as a member of the Clear Creek Education Foundation Board of Directors. As the recommendation came from the Executive Committee, a second was not required. The motion carried and Jan Bailey was elected.

An updated roster will be sent electronically by Angela.

Community Outreach

A Speakers' Bureau is currently being formed. Inform Jamieson (jmackay@gcefcu.org) if you are interested in being on this committee.

In addition, submit potential groups that may be interested or you believe would benefit from hearing about the Clear Creek Education Foundation.

A PowerPoint (PPT) is currently being developed that can be utilized. The consensus of the group was that we need to make sure that we distinguish who we are and what our mission is from the other like-minded organizations in the area.

Additional marketing collateral is also being developed.

Finance

Jim Towey, Treasurer, moved to adopt the 2008 Audit report as distributed electronically. As this recommendation came from the Finance Committee, a second is not required. The motion carried and the 2008 Audit report was adopted.

Jim Towey, Treasurer, moved the following 2010 budget amendments:

- Increase Fashion Show Income by \$25,000.00 to \$53,000.00;
- Increase Gala Income by \$20,000.00 to \$135,000.00;
- Insert a line item Fashion Show Expense at an amount of \$25,000.00; and
- Insert a line item Gala Expense at an amount of \$20,000.00.

As this recommendation came from the Finance Committee, a second was not required. The motion carried and the proposed budget amendments were adopted. (Attachment B)

Jim Towey, Treasurer, presented the Profit & Loss Statement for the period of January 1 – February 28, 2010 (Attachment C):

Income	\$ 4,607.00
Expense	<u>\$ 9,439.33</u>
Net Ordinary Income	\$ (4,832.33)
Net Other Income	<u>\$ 31,000.00</u>
Net Income	<u>\$ 26,167.67</u>

Total assets as of February 28, 2010 were \$656,967.18. (Attachment D).

The reports will be filed for audit.

Fundraising

Plans call for the Annual Giving Campaign to launch in April.

The committee will continue to work with CCISD to determine additional ways to bring dollars in for the Clear Horizons Early College High School (CHECHS) textbooks.

In addition to BP and PAS, Patty will be pursuing a third potential donor for the Career Exploration Technology Labs.

Fashion Show - The student model meetings will be held on Wednesday, March 24 and Thursday, March 25. If additional meetings are needed at specific campuses, the FS committee will accommodate.

Plans continue for the event. Invitations will be mailed in mid to late April.

Gala - Lisa will be Wendy's vice-chair for the event.

Programs

The deadline to submit the online TIG application is March 31. To date, 66 applications are in various stages of the process - 5 are approved; 14 completed but not yet approved; and 47 have been started. The committee will be reviewing the applications over a period of 17 days.

A scholarship committee will be formed to evaluate submissions and make selections by mid-April.

Senior Advisory Council

No report due to simultaneous meeting of the group.

Other

Conflict of Interest/Board Member Agreement needs to be signed as soon as possible. These are due to Angela.

In addition, there are still a few remaining members who have not selected a committee. Lisa will be e-mailing them individually to determine where they would like to be assigned.

The next BOD meeting will be on Wednesday, April 21 at Armand Bayou Elementary, 16000 Hickory Knoll Drive, Houston, TX, 77059. The meeting/luncheon will begin at 11:30 AM.

The first quarterly social will be held on Thursday, April 1 beginning at 5:00 PM at the Holiday Inn in Webster. It is located at 302 W. Bay Area Boulevard.

The meeting adjourned at 9:14 AM.

Dinah Matthews

Secretary

Lisa Holbrook

Chairman

Draft

ATTACHMENT A

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*Log on to www.astros.com/ccedfoundation
Password: cceducation

Clear Creek ISD Education Foundation Night

Education Foundation Special Pricing!

Minute Maid Park
Friday, April 23

<p>Field Boxes - \$32.00 (Original Price - \$39.00) (Donation - \$10.00)</p>	 <p>Game Time 7:05p *Post-Game Fireworks*</p>
<p>Bullpen Boxes - \$21.00 (Original Price - \$26.00) (Donation - \$6.00)</p>	
<p>Mezzanine - \$16.00 (Original Price - \$20.00) (Donation - \$4.00)</p>	
<p>View Deck I - \$12.00 (Original Price - \$15.00) (Donation - \$3.00)</p>	
<p>View Deck II - \$10.00 (Original Price - \$12.00) (Donation - \$3.00)</p>	

The Astros will give the Clear Creek ISD Education Foundation a donation for every ticket purchased for this game through this program

For purchases of less than 20 tickets:
***Log on to www.astros.com/ccedfoundation - Password: cceducation**

Internet order deadline is 2 hours prior to game time. Offer not valid at MMP Box Office and this offer cannot be combined with any other ticket offer. Tickets are subject to availability. All sales are final, no refunds or exchanges.

For group ticket purchases of 20 or more, contact:
Richard Tapia at 713.259.8303
rtapia@astros.com

Service and Handling fees will apply for orders of less than 20 tickets

FOR MORE INFORMATION, CALL 1-800-ASTROS2 OR VISIT astros.com

ATTACHMENT B

CCEF 2010 Budget

	2009 Budget	2009 Actual	2010 Adopted Budget	2010 Adopted Budget (Revised)
UNRESTRICTED INCOME				
Fashion Show Revenue	\$ 40,000.00	\$ 26,836.00	\$ 28,000.00	\$ 53,000.00
Friends Campaign/Jean's Day	\$ 6,000.00	\$ (289.00)	\$ 3,000.00	\$ 3,000.00
Gala Revenue	\$ 125,000.00	\$ 106,805.00	\$ 115,000.00	\$ 135,000.00
Grants	\$ 15,000.00			
Investment Income/Loss	\$ -	\$ 22,567.00	\$ 11,283.50	\$ 11,283.50
Miscellaneous Income	\$ 25,000.00	\$ 600.00	\$ 630.00	\$ 630.00
Unrestricted Contributions	\$ 3,000.00	\$ 19,866.00	\$ 20,000.00	\$ 20,000.00
TOTAL UNRESTRICTED INCOME	\$ 214,000.00	\$ 176,385.00	\$ 177,913.50	\$ 222,913.50
EXPENSE - UNRESTRICTED ACCOUNTS				
Total Administrative Expenses	\$ 45,000.00	\$ 51,762.00	\$ 50,650.00	\$ 50,650.00
		\$ -		
Career Labs	\$ 70,000.00	\$ 72,823.00	\$ 47,762.10	\$ 47,762.10
CCEF Endowment		\$ -		
Clear Horizons	\$ 40,000.00	\$ -	\$ 22,237.90	\$ 22,237.90
Fashion Show Expense				\$ 25,000.00
Gala Expense				\$ 20,000.00
Teacher Certifications		\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
Teacher Grants	\$ 55,000.00	\$ 47,722.00	\$ 55,000.00	\$ 55,000.00
Total Expense - Unrestricted Accounts	\$ 210,000.00	\$ 173,607.00	\$ 176,950.00	\$ 221,950.00
Budget Shortfall/Overage	\$ 4,000.00	\$ 2,778.00	\$ 963.50	\$ 963.50

Budget Assumptions

Achieve an increase in income through continued monitoring of investment

ATTACHMENT C

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Clear Creek Education Foundation
Profit & Loss
January through February 2010

	<u>TOTAL</u>
Ordinary Income/Expense	
Income	
Contributions Unrestricted	1,050.00
Gala-Current Year Receipts	57.00
Fashion Show Current Year	<u>3,500.00</u>
Total Income	4,607.00
Expense	
Administrative Expenditures	<u>9,439.33</u>
Total Expense	<u>9,439.33</u>
Net Ordinary Income	-4,832.33
Other Income/Expense	
Other Income	
Clear Lake Regional Medical Ctr	30,000.00
Contributions Restricted	<u>1,000.00</u>
Total Other Income	<u>31,000.00</u>
Net Other Income	<u>31,000.00</u>
Net Income	<u><u>26,167.67</u></u>

ATTACHMENT D

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10:53 AM
03/23/10
Accrual Basis

Clear Creek Education Foundation
Balance Sheet
As of February 28, 2010

	<u>Feb 28, 10</u>
ASSETS	
Current Assets	
Checking/Savings	
Wells Fargo - Savings	203,662.42
Wells Fargo - Operations	22,541.48
Morgan Stanley - General	328,653.81
Sterling Bank-Operating	<u>3,151.59</u>
Total Checking/Savings	558,009.30
Other Current Assets	
Gala Sponsorship Receivable	14,903.00
Prepaid Insurance	<u>550.47</u>
Total Other Current Assets	<u>15,453.47</u>
Total Current Assets	573,462.77
Other Assets	
Government Securities	24,436.25
Oppenheimer Mutual Fund	<u>59,068.16</u>
Total Other Assets	<u>83,504.41</u>
TOTAL ASSETS	<u>656,967.18</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accounts Payable	<u>9,000.00</u>
Total Other Current Liabilities	<u>9,000.00</u>
Total Current Liabilities	<u>9,000.00</u>
Total Liabilities	9,000.00
Equity	
Unrestricted General Fund	299,266.51
Brandhorst Scholarship Fund	705.00
Dooley Scholarship Fund	15,000.00
CCEF Endowment Fund	52,741.44
Bob Neill Scholarship	61,991.28
Career/ Tech Lab Fund	22,073.90
CCISD Trustees' Endowment	17,417.61
Hutchinson Scholarship	16,122.94
James Bay Scholarship Fund	9,541.17
Reinhartsen Scholarship	53,701.77
Scholarships	50,546.48
Retained Earnings	22,691.41
Net Income	<u>26,167.67</u>
Total Equity	<u>647,967.18</u>

ATTACHMENT D

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10:53 AM
03/23/10
Accrual Basis

Clear Creek Education Foundation
Balance Sheet
As of February 28, 2010

	<u>Feb 28, 10</u>
TOTAL LIABILITIES & EQUITY	<u>656,967.18</u>