



**BROWNSBURG EDUCATION FOUNDATION
Advisory Board Meeting – Main Board Room**

F.L. O'Neal Administration Building
310 South Stadium Drive
Brownsburg, IN 46112

**MINUTES
February 15, 2022
6:00 p.m.**

To encourage and support creativity, innovation and excellence that will enhance the educational community of the Brownsburg Community School Corporation.

Present: Tiffany Dearman, Tarah Fettig, Kris Grant, Kristen Gryskevich, Kevin Hall, Rona Howenstine, Igor Jakovljevic, Frank Knez, Ryan Morrison, Brian Petraits, Stacy Preston, Paul Shaffer, Alicia Smith, Jim Snapp, Krista Tschaenn, Tracee Ellis, Abby Hall, Heather Jones, Julianna Jones, Meggen Lepper, Haley Richardson, Judi Schilling, Rene Behrend

Absent: Sarah Aylworth, Lindsey Catellier, Julie Fletcher, Jamie Hall, Melanie Harris, Rosemary Isaacs-Anderson, Heather SarlesCourtney Vogel

Meeting brought to order 6:01 pm

I. WELCOME – Brian Petraits

II. MISSION MOMENTS – Brian Petraits

- A. "I Survived Reading" at Eagle Elementary
Discussed "I Survived"... series of books that were introduced/read at Eagle, especially students who may struggle to read (about natural disasters and big historical events). The program helps to captivate readers and share historical events ... to help develop core academic skills with interesting material.
"Peer Buddies" at White Lick Elementary
Paul Shaffer shared a bit about the program and read a letter from the students' ("peer buddy") perspective and impact of the program. We also heard teacher perspective of students expecting buddies on Tuesdays.
- B. BEF Success Stories

III. REVIEW OF ATTACHMENTS – Ryan Morrison
Executive Board Meeting Minutes – January 18, 2022
No questions or comments.

IV. FINANCIAL REPORT – Stacy Preston
Review of approved 2022 budget
We have approved budget for 2022 since our last meeting together. Also included is budgets to actuals. Will have a Q1 2022 report with actuals by next meeting. 2021 was a great year. We did have some money roll over, which was positive.

We were able to have Busenbark Clark and Associates (formerly Clark CPA) to takeover some of the bookkeeping, which was a positive step for the year ahead. Rene thanked board for our end of year giving and support of the BEF.

V. **SNAPP CHAT** – Dr. Snapp

COVID – cases are down significantly in recent weeks (down to single digits).

Some people were surprised by two snow days. Do not intend to make up those days due to kids' performance. But, we would make up a day if we get another one between now and end of year.

BCSC has grown 102 students since our count date (Sept. to Feb.). We were able to give support staff significant increases. Minimum pay is \$15/hr. (up from \$12/hr). All support staff qualify for same insurance as teachers.

VI. **COMMITTEE REPORTS** (attached for review prior to meeting)

- A. Gala Committee
- B. Marketing Committee
- C. Alumni Hall of Fame Committee

VII. **OLD BUSINESS**

- A. Gala details and questions – Ryan Morrison and Jamie Hall
Shared update on where we are. Need help with picking up silent auction items along with setup on March 10th before event. Have just under 100 tickets left, so please buy your tickets soon.
- B. Recruitment of new board members – need for law background

VIII. **NEW BUSINESS**

- A. Call year-end donors
Took time out in meeting to make phone calls to donors
- B. Kaleidoscope launch
This is a software program that helps BEF scholarship committee gather information electronically and select recipients. This allows us to be a lot more efficient and save a lot of paper. Students now only have to enter information one time (54 scholarships available on this platform). The software also helps with qualifying the students for various scholarships. The entire process much more streamlined. Should increase the number of students applying for scholarships. BEF taking on the cost of this software.
- C. By-law revision
We review by-laws every five years. Will make changes this year based on past discussions regarding all board being voting members and smaller executive board. Will probably be ready by May's meeting to vote on changes that are made to modernize by-laws and bring them up to speed.
- D. Retreat discussion and vote
Talking about doing a BEF retreat during a four-hour block that would take place of current meeting. Rene sent out a link to gather info on seasonal/day of week timeframe for conducting the retreat.
There was positive reaction to the idea of having a retreat by the board.
- E. Invitation to AHOF breakfast – March 11 at 9am RSVP to Rene by 3/1/22
Looking to do a breakfast for all the honorees on the Friday morning of the Gala event day. Breakfast should be no more than an hour which will be followed by a tour of the high school.

IX. BOARD DEVELOPMENT – Brian Petraits

A. Lifecycle of a nonprofit organization

Brian shared some information regarding the life cycle of a non-profit. He referenced the handout chart as he discussed. Rene added that this knowledge will help us with strategic planning and helping us always try to move back into the “Growth” phase. Brian surmised that we are in the “Growth/Maturity” phase at moment.

B. Individual board member assessments

You will be seeing an individual board assessment coming to your email (should come out when Rene sends minutes from this meeting). Be on the lookout for that and please take the time to fill out.

X. CURRENT SIGN-UPS (online)

A. Gala set-up on 3/10

B. Gala on 3/11

XI. FUTURE MEETING DATES

May 2, 2022, 6pm

XII. ADJOURNMENT

Meeting adjourned at 6:50 pm

Key Dates:

Rally for Our Kids Gala – March 11, 2022
Chip in for the Kids Golf Outing – June 10, 2022
Designer Purse Bingo – August 16, 2022

2021 – 2022 Committee Chairs

Gala – Ryan Morrison and Jamie Hall
Golf Outing – Kevin Hall and Kris Grant
Purse Bingo – Tammy Hession, Angela Falcone and Alicia Smith
Special Promotions – Kristen Gryskevich (apples) and Sarah Aylworth (bricks)
Surplus Sale – Rosemary Isaacs-Anderson
Alumni Hall of Fame – Melanie Harris
Drive 4 UR School – Russell Hodgkin
Finance – Stacy Preston and Kevin Hall
Grants – Tarah Fettig and Paul Shaffer
Scholarships – Lindsay Catellier and Rona Howenstine
Marketing – Melanie Harris

**BEF Committee Reports
February 15, 2022 Board Meeting**

Gala Committee
Alumni Hall of Fame Committee
Marketing Committee

Gala Committee
No report submitted

Alumni Hall of Fame Committee
Submitted by Melanie Harris

The Selection Committee met in November to review applications. This year's Selection Committee was:

BCSC Administrator	Dee Dowler
BCSC Teacher of the Year	Shannon Walmoth
BHS CHAIN Link President	Marlee Yancey
Brownsburg Business Owner	Gene Hostetter
Brownsburg Community Member	Tauja Catchings
AHOF Committee Member	Melanie Harris
BHS Alumni	Dr. Philip Whitley

One recipient was chosen as the 2022 inductee, Jill Jackson Eicher, Class of 1997. 2020, 2021 and 2022 inductees will be honored at the 2022 Gala.

There will also be a Breakfast for all of the Alumni Hall of Fame members on Friday morning, before the Gala. BEF board members who plan to attend, please RSVP to Rene by March 1st.

It's never too early to start scouting out someone you think would be a great fit! We can't put anyone in the Hall of Fame who isn't nominated!

Marketing Committee
Submitted by Melanie Harris

For those of you interested in being a part of a targeted marketing campaign to BCSC teachers for payroll deduction, please email me at melanieharris1127@gmail.com. We will be setting up a meeting after the Gala!