



MEETING OF THE BOARD OF DIRECTORS  
Wednesday, June 19, 2019 at 3:00 p.m.  
9300 Imperial Highway, ROOM 107  
Downey, California 90242  
AGENDA

- |  |  |
|--|--|
| 1. Call to Order   | Dr. Debra Duardo                             |
| 2. Public Comments   | Dr. Debra Duardo                             |
| 3. Review and Approval of Minutes from 1/23/2019 Board of Directors Meeting (Attachment A) | Dr. Debra Duardo                             |
| 4. Appointment, Nomination, and Election of Board Members                                  | Dr. Debra Duardo                             |
| 5. Finance   | Ms. Patricia Smith                           |
| a. Acceptance of Funds (Attachment B)  |  |
| b. Financial Reports and Budget to Actuals (Attachment C)                                  |  |
| c. Projected Budget for 19-20 to load into QuickBooks (Attachment D)                       |  |
| 6. Donations, Grants and Other Income  | Dr. Debra Duardo                             |
| a. Mountain Philanthropy Partners  |  |
| 7. Philanthropy Planning Initiative Update   | Ms. Kristen Elnicky                          |
| a. LACOE Philanthropy Planning Initiative Activity Summary (Attachment E)                  |  |
| 8. Other Business  | Dr. Debra Duardo                             |
| a. 990EZ Filing Update   |  |
| b. 2019-2020 Calendar (Attachment F)   |  |
| c. Computer Science Initiative   | Dr. Monte Perez<br>Ms. Candace Bond McKeever |
| 9. Adjournment   | Dr. Debra Duardo                             |

The full agenda is accessible through the receptionist at the north east entrance of the above address. Enclosures to the agenda are available for review in the Friends of LACOE office during business hours 8:30 a.m. – 5:00 p.m. Any material related to an item on this Board Agenda distributed to the Friends of LACOE Board of Directors is available for public inspection at Friends of LACOE Administrative Office in Room EC 106. Procedures for addressing the Board are available in the Board meeting room and posted on the Friends of LACOE website. To request a disability-related accommodation under the ADA, please contact Imelda Winn at 562 803-8298 at least 24 hours in advance.

UNAPPROVED MINUTES  
MEETING OF THE BOARD  
FRIENDS of LACOE: A FOUNDATION for LEARNING  
A California Nonprofit Public Benefit Corporation  
9300 Imperial Highway, EC 107, Downey, California 90242

Wednesday, January 23, 2019

A meeting of the Board of Directors of the Friends of LACOE: A Foundation for Learning was held on Wednesday, January 23, 2019 in EC 107 at the Los Angeles County Office of Education, 9300 Imperial Highway, Downey, California 90242-2890.

Present: Debra Duardo, Candi Clark, Emily Hernandez and Marsha Watkins  
Absent: Monte Perez, Michael Escalante, Gloria Rogers  
Others Present: Jessi Uranga (LACOE staff), Chris Looney and Jim Morgan (CCS Consulting)

CALL TO ORDER

Dr. Duardo called the meeting to order at 3:26 p.m.

During the call to order, Dr. Duardo opened the meeting by announcing two new grants that were awarded to Friends of LACOE by Mountain Philanthropies. One of these grants will fund half of the Community Schools Director position and will total \$300,000, payable over three years. The second grant totaling \$195,000 will allow Friends of LACOE to secure the services of CCS Fundraising for an additional six months. CCS will facilitate the next phase FOL's Philanthropy Planning Initiative.

Dr. Duardo then expanded on the LACOE Community Schools initiative. She informed the board that 10 school districts were selected based on need to pilot the program. The board was also informed that Jose Gonzalez has been hired as the Director of Community Schools for LACOE. In her remarks, Dr. Duardo emphasized that things are now taking shape for both public and private resources to be leveraged for the benefit of Los Angeles County schools.

Marsha Watkins inquired about the details of the new grant to retain the services of CCS, the answer to which is to be addressed during Mr. Looney's remarks to the board.

COMMUNICATIONS (PUBLIC COMMENTS)

None.

APPROVAL OF MINUTES

The Board reviewed the meeting minutes for the meeting in October.

It was MOVED to approve by Dr. Emily Hernandez; SECONDED by Marsha Watkins. Four approved; none opposed.

#### FINANCE

Dr. Clark shared the Acceptance of Funds for the period of October 1, 2018 through December 31, 2018, with the Board for approval. Total income was \$40,248.86.

Dr. Clark also updated the board about the completion of two open pledges in totaling

Ms. Watkins made an inquiry about the growth in donations from employee payroll deduction. Jessi Uranga indicated that payroll deductions have been holding steady with no significant change in the amount raised.

It was MOVED to approve by Marsha Watkins; SECONDED by Dr. Hernandez. Four approved; none opposed.

The Board also reviewed the Statement of Financial Position and Statement of Activities. Dr. Clark informed the board of a pledge receivable in the amount of \$300,000. This pledge is for the Community Schools Director grant, previously announced by Dr. Duardo in her opening remarks.

It was MOVED to approve by Marsha Watkins; SECONDED by Dr. Hernandez. All in favor; none opposed.

#### DONATIONS, GRANTS and OTHER INCOME

Dr. Duardo briefed the board on the status of two grants that are in the process of submitting final reports.

The first grant that is being closed out was awarded by the McCormick Foundation and funded LACOE's Expanded Learning Unit's "Summer Matters" project. Dr. Duardo shared that although this grant is ending, program manager Mary Jo Ginty will be applying for a new grant through the AARP Foundation to continue the Summer Matters project.

Dr. Duardo continued by informing the board that the initial grant from Mountain Philanthropies is also ending. This grant allowed FOL to retain the services of CCS Fundraising and the final report is being finalized. Jessi Uranga and Jim Morgan will collaborate to submit all requirements for this final report.

In addition, the board was briefed that Mr. Morgan and Mr. Uranga will facilitate the application process for the two additional grants being awarded by Mountain Philanthropies.

#### PHILANTHROPY PLANNING INITIATIVE UPDATE

Mr. Looney provided an update on the status of the Philanthropy Initiative. He began by informing the board about the success of the Philanthropy Roundtable held on November 1, 2018. Thirty key public education stakeholders and funders came together at The California Endowment for a two and a half hour discussion about the issues on public education. Among the key takeaways that Mr. Looney shared are the following:

- The strong desire among the participants for enhanced and focused public education collaborations and partnerships
- The urgent need to turn around failing schools
- LACOE's role as experts in public education with a county wide perspective and ability to scale programming gives it, and Dr. Duardo specifically, a leadership role in developing enhanced partnerships
- LACOE's need to increase awareness of its role in public education within Los Angeles County
- LACOE's need to articulate its vision, plans and priorities
- LACOE's potential as a data resource, both for partnership activities and individual private programming to support public education.

Mr. Looney and Mr. Morgan continued their update by providing the board with insights gained from the 49 conversations conducting with philanthropists and key stakeholders in education. The conversations revealed a consensus among the participants that public education is of fundamental importance and there is an urgent need to address issues and challenges. The conversations revealed great interest and energy within the Greater Los Angeles philanthropic marketplace to advance public education through private-public partnerships. The concerns voiced during the conversations gravitated toward the difficulty of working with some government agencies and the need for LACOE to be more specific about its priorities and plans.

Mr. Looney continued by briefing the board on the key recommendations in the final report compiled by CCS. Among the recommendations is the need to establish an Advisory Group, develop a strong vision statement, develop the platforms to support enhanced co-investment opportunities, and recruit an executive director to lead the initiative.

In his concluding remarks, Mr. Looney shared that the next stage of implementation should last between six to nine months. An Advisory Group is being formed, a vision statement is in the drafting stage, and executives at Mountain Philanthropies are already in discussion with the California Community Foundation about acting as a fiscal sponsor for co-investment programs.

Dr. Duardo followed the remarks from CCS by expressing a need to do more to leverage and bring more resources to all districts in the county.

Ms. Watkins followed by stating that LACOE is going back to its roots as a county resource.

Dr. Duardo then noted that LACOE is the largest education agency in the country, serving two million children. There are opportunities to be creative and leverage resources, including county departments.

Ms. Watkins and Dr. Hernandez expressed that there are opportunities for FOL to be a resource for smaller districts.

Mr. Morgan noted that even though we are still developing the initiative, we are beginning to achieve results.

#### OTHER BUSINESS

No additional business was brought to the board's attention.

#### ADJOURNMENT

It was MOVED to adjourn at 4:02 p.m. by Ms. Watkins; SECONDED by Dr. Hernandez. All in favor. None opposed.

Friends of LACOE: A Foundation for Learning  
Acceptance of Funds

<b>Acceptance of Funds: January 1, 2019 through May 31, 2019</b>		
<b>Project</b>	<b>Funder</b>	<b>Amount</b>
Academic Decathlon	California Credit Union	\$25,000.00
Academic Decathlon Student Scholarships/Recognition	West High School	\$200.00
Academic Decathlon Student Scholarships/Recognition	LACOE Payroll Deductions	\$50.00
African American Scholarship	LACOE Payroll Deductions	\$225.00
CCS Fundraising Grant (Mountain Phil. Partners)	Mountain Philanthropy Partners	\$181,000.00
EdFirst Vision Grant (Mountain Phil. Partners)	Mountain Philanthropy Partners	\$15,000.00
Ed Programs General Fund	Calif Assoc of Latino Supts and Admin (CALSA)	\$250.00
Ed Programs General Fund	LACOE Payroll Deductions	\$250.00
Engaging Girls in STEM	Suburban Schools Study Council	\$300.00
GAIN/Participant Support Services	South Bay Workforce Investment Board, INC.	\$300.00
GAIN/Participant Support Services	LACOE Payroll Deductions	\$750.00
Hispanic Heritage Scholarship	LACOE Payroll Deductions	\$100.00
History Day	LACOE Payroll Deductions	\$50.00
iPoly Student Scholarships	LACOE Payroll Deductions	\$100.00
LACOSS Outdoor Science School	American Endowment Foundation	\$1,200.00
LACOSS Outdoor Science School	Barbara A. Briney	\$100.00
LACOSS Outdoor Science School	XPAND HEALTH LLC	\$20.00
Los Angeles County Bilingual Directors Association	Grant Boyer and Leolyn Boyer	\$45.00
Los Angeles County Bilingual Directors Association	Melanie Morales-Van Hecke	\$50.00
Los Angeles County Bilingual Directors Association	Pauline Toomey Mariscal	\$100.00
Migrant Education Scholarships	Fuerza Migrante	\$5,550.00
Migrant Education Scholarships	LACOE Payroll Deductions	\$175.00
Outdoor Science/Marine Science	LACOE Payroll Deductions	\$50.00
Phoenix Academy	LACOE Payroll Deductions	\$80.00
Poetry Out Loud	State of California - The Los Angeles County Arts Education Collective	\$5,000.00
Road To Success Academy: General Fund	LACOE Payroll Deductions	\$50.00
SARB Scholarship/S Abrams	LACOE Payroll Deductions	\$150.00
Special Ed Student Needs	LACOE Payroll Deductions	\$125.00
Spelling Bee	California Credit Union	\$2,000.00
Spelling Bee	LACOE Payroll Deductions	\$100.00
Spencer Stuart Grant (Mountain Phil. Partners)	Mountain philanthropy Partners	\$125,000.00
Supts Prof Collab Conference	Phase II Systems	\$2,500.00
Unrestricted	AmazonSmile	\$274.21
Unrestricted	California Credit Union	\$2,500.00
Unrestricted	LACOE Payroll Deductions	\$350.00
Visual and Performing Arts	LACOE Payroll Deductions	\$100.00
	<b>Total</b>	<b>\$369,094.21</b>

**Payments Received for Pledges Receivable (January 1 - May 31, 2019)**

<b>Project</b>	<b>Funder</b>	<b>Pledge Date</b>	<b>Amount</b>
Community Schools Director Grant (Mountain Phil. Partners)	Mountain Philanthropy Partners	10/4/2018	\$2,500.00

**Open Pledges Receivable (January 1 - May 31, 2019)**

<b>Project</b>	<b>Funder</b>	<b>Pledge Date</b>	<b>Amount</b>
Community Schools Director Grant	Mountain Philanthropy Partners	10/17/2018	\$300,000.00
Supts Prof Collab Conference	Cambridge Assessment, Inc.	5/20/2019	\$15,000.00



# Friends of LACOE: A Foundation for Learning

## STATEMENT OF ACTIVITY

January - May, 2019

	TOTAL
<b>Revenue</b>	
4100 Restricted Contributions	
4110 Individual	2,664.00
4120 Corporation	28,025.00
4130 Foundation	322,425.00
4150 Local Gov. & School Districts	4,950.00
4170 Assoc./Non-Profits/Cmnty Groups	6,100.00
<b>Total 4100 Restricted Contributions</b>	<b>364,164.00</b>
4200 Unrestricted Contributions	
4210 Individual	350.00
4240 Corporate Foundation	274.21
<b>Total 4200 Unrestricted Contributions</b>	<b>624.21</b>
4300 Admin Fees (Unrestricted)	
4310 Individual	6.00
4320 Corporation	1,475.00
4330 Foundation	75.00
4350 Local Gov. & School Districts	250.00
<b>Total 4300 Admin Fees (Unrestricted)</b>	<b>1,806.00</b>
4700 Event Revenue	
4750 Sponsorships	17,500.00
<b>Total 4700 Event Revenue</b>	<b>17,500.00</b>
<b>Total Revenue</b>	<b>\$384,094.21</b>
<b>GROSS PROFIT</b>	<b>\$384,094.21</b>
<b>Expenditures</b>	
5000 Personnel	
5020 LACOE	23,749.97
<b>Total 5000 Personnel</b>	<b>23,749.97</b>
6270 Program Supplies	6,436.89
6300 Participant Incentives	
6310 Scholarships	3,750.00
6320 Student Awards/Recognition	650.00
6340 Prizes	5,750.76
<b>Total 6300 Participant Incentives</b>	<b>10,150.76</b>
7110 Printing and Copying	884.77
7120 Dues/Memberships/Subscriptions	250.00
7200 Professional Services	
7210 Consultant	209,000.00
7216 Stipends	200.00
<b>Total 7200 Professional Services</b>	<b>209,200.00</b>
7300 Conference/ Meetings	

	TOTAL
7310 Facilities	16,755.23
7320 Meals and Food	53,766.42
7330 Supplies	657.51
7340 Conf Registration	4,200.00
7350 A/V & Internet	7,085.13
<b>Total 7300 Conference/ Meetings</b>	<b>82,464.29</b>
7710 Registration, License & Permits	60.00
7760 Bank Fees	20.00
<b>Total Expenditures</b>	<b>\$333,216.68</b>
NET OPERATING REVENUE	<b>\$50,877.53</b>
NET REVENUE	<b>\$50,877.53</b>



**Friends of LACOE: A Foundation for Learning**  
**Statement of Financial Position**

As of May 31, 2019

	<u>Total</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
SFFCU Savings Account	50.00
CCU Checking Account	349,685.43
SFFCU Checking Account	0.00
PayPal	0.00
<b>Total Bank Accounts</b>	<b>\$ 349,735.43</b>
<b>Accounts Receivable</b>	
Accounts Receivable	215,000.00
<b>Total Accounts Receivable</b>	<b>\$ 215,000.00</b>
<b>Total Current Assets</b>	<b>\$ 564,735.43</b>
<b>TOTAL ASSETS</b>	<b>\$ 564,735.43</b>
<b>LIABILITIES AND NET ASSETS</b>	
<b>Net Assets</b>	
Unrestricted	53,614.48
Restricted	511,120.95
<b>Total Net Assets</b>	<b>\$ 564,735.43</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$ 564,735.43</b>

**Friends of LACOE: A Foundation for Learning**  
**Budget vs. Actual**  
 July 2018 - May 31, 2019

	Total	
	Budget	Actual
<b>Revenue</b>		
<b>Restricted Contributions</b>		
Individual	10,000.00	14,669.00
Corporation	60,000.00	42,152.53
Foundation	150,000.00	832,425.00
Local Gov. & School Districts	3,500.00	4,950.00
Assoc./Non-Profits/Cmnty Groups	3,000.00	11,330.00
<b>Total Restricted Contributions</b>	<b>\$ 226,500.00</b>	<b>\$ 905,526.53</b>
<b>Unrestricted Contributions</b>		
Individual	1,200.00	640.00
Corporate Foundation		449.53
Assoc./Non-Profits/Cmnty Groups	1,500.00	
<b>Total Unrestricted Contributions</b>	<b>\$ 2,700.00</b>	<b>\$ 1,089.53</b>
<b>Admin Fees (Unrestricted)</b>		
Individual		6.00
Corporation		2,218.55
Foundation		40,075.00
Local Gov. & School Districts		250.00
Assoc./Non-Profits/Cmnty Groups		200.00
<b>Total Admin Fees (Unrestricted)</b>	<b>\$ 0.00</b>	<b>\$ 42,749.55</b>
<b>Event Revenue</b>		
Sponsorships	30,000.00	67,000.00
<b>Total Event Revenue</b>	<b>\$ 30,000.00</b>	<b>\$ 67,000.00</b>
<b>Inkind Contributions</b>		
	37,840.00	
<b>Total Revenue</b>	<b>\$ 297,040.00</b>	<b>\$ 1,016,365.61</b>
<b>Gross Profit</b>	<b>\$ 297,040.00</b>	<b>\$ 1,016,365.61</b>
<b>Expenditures</b>		
<b>Personnel</b>		
LACOE	16,000.00	23,749.97
<b>Total Personnel</b>	<b>\$ 16,000.00</b>	<b>\$ 23,749.97</b>
<b>Inkind Expenses</b>		
Inkind Facilities	180.00	
Inkind Professional Services	11,500.00	
Inkind Insurance	8,400.00	
Inkind Utilities	198.00	
Inkind Office Supplies	62.00	
Inkind Salaries & Wages	15,000.00	
Inkind Other	2,500.00	
<b>Total Inkind Expenses</b>	<b>\$ 37,840.00</b>	<b>\$ 0.00</b>
<b>Program Supplies</b>		
	2,200.00	6,713.74
<b>Participant Incentives</b>		
Scholarships	14,000.00	14,250.00
Student Awards/Recognition	1,000.00	650.00
Prizes	2,500.00	5,750.76
School/District	2,500.00	
<b>Total Participant Incentives</b>	<b>\$ 20,000.00</b>	<b>\$ 20,650.76</b>
Office Supplies	500.00	139.34
Equipment Rental	1,200.00	500.00
Printing and Copying	250.00	2,609.29
Dues/Memberships/Subscriptions	250.00	250.00
Postage/Delivery	500.00	
<b>Professional Services</b>		
Consultant	80,000.00	445,522.00
Stipends		200.00
<b>Total Professional Services</b>	<b>\$ 80,000.00</b>	<b>\$ 445,722.00</b>
<b>Conference/ Meetings</b>		
	50,000.00	
Facilities		18,760.42
Meals and Food		56,479.12
Supplies		657.51
Conf Registration		4,325.00
A/V & Internet		7,085.13
Mileage/Parking		50.03
<b>Total Conference/ Meetings</b>	<b>\$ 50,000.00</b>	<b>\$ 87,357.21</b>
Travel	22,000.00	
Registration, License & Permits	150.00	60.00
Bank Fees		465.90
<b>Total Expenditures</b>	<b>\$ 230,890.00</b>	<b>\$ 588,218.21</b>
<b>Net Operating Revenue</b>	<b>\$ 66,150.00</b>	<b>\$ 428,147.40</b>
<b>Net Revenue</b>	<b>\$ 66,150.00</b>	<b>\$ 428,147.40</b>

LACOE Inkind to be posted at year-end

**Friends of LACOE: A Foundation for Learning  
Proposed FY 2019-20 Budget**

<b>Revenue</b>	
4100 Restricted Contributions	
4110 Individual	14,000.00
4120 Corporation	50,000.00
4130 Foundation	170,000.00
4150 Local Gov. & School Districts	5,000.00
4170 Assoc./Non-Profits/Cmnty Groups	11,500.00
<b>Total 4100 Restricted Contributions</b>	<b>\$ 250,500.00</b>
4200 Unrestricted Contributions	
4210 Individual	1,000.00
4240 Corporate Foundation	500.00
4270 Assoc./Non-Profits/Cmnty Groups	1,500.00
<b>Total 4200 Unrestricted Contributions</b>	<b>\$ 3,000.00</b>
4300 Admin Fees (Unrestricted)	
4310 Individual	
4320 Corporation	
4330 Foundation	
4350 Local Gov. & School Districts	
4370 Assoc./Non-Profits/Cmnty Groups	
<b>Total 4300 Admin Fees (Unrestricted)</b>	<b>\$ 0.00</b>
4700 Event Revenue	
4750 Sponsorships	75,000.00
<b>Total 4700 Event Revenue</b>	<b>\$ 75,000.00</b>
4900 Inkind Contributions	220,000.00
<b>Total Revenue</b>	<b>\$ 548,500.00</b>
<b>Gross Profit</b>	<b>\$ 548,500.00</b>
<b>Expenditures</b>	
5000 Personnel	
5020 LACOE	25,000.00
<b>Total 5000 Personnel</b>	<b>\$ 25,000.00</b>
5200 Inkind Expenses	
5210 Inkind Facilities	11,000.00
5230 Inkind Professional Services	9,000.00
5235 Inkind Insurance	7,500.00
5240 Inkind Utilities	500.00
5245 Inkind Office Supplies	500.00
5280 Inkind Salaries & Wages	190,000.00
5290 Inkind Other	1,500.00
<b>Total 5200 Inkind Expenses</b>	<b>\$ 220,000.00</b>
6270 Program Supplies	16,000.00
6300 Participant Incentives	
6310 Scholarships	17,000.00
6320 Student Awards/Recognition	1,000.00
6340 Prizes	7,000.00
6350 School/District	1,000.00
<b>Total 6300 Participant Incentives</b>	<b>\$ 26,000.00</b>
6430 Office Supplies	500.00
6590 Equipment Rental	600.00
7110 Printing and Copying	3,000.00
7120 Dues/Memberships/Subscriptions	300.00
7130 Postage/Delivery	500.00
7200 Professional Services	
7210 Consultant	80,000.00
7216 Stipends	300.00
<b>Total 7200 Professional Services</b>	<b>\$ 80,300.00</b>
7300 Conference/ Meetings	
7310 Facilities	20,000.00
7320 Meals and Food	57,000.00
7330 Supplies	700.00
7340 Conf Registration	4,500.00
7350 AV & Internet	7,500.00
7360 Mileage/Parking	60.00
<b>Total 7300 Conference/ Meetings</b>	<b>\$ 89,760.00</b>
7400 Travel	
7410 Airfare	600.00
7420 Lodging	300.00
7430 Ground Transportation	200.00
7440 Meals	300.00
7450 Mileage/Parking	35.00
7490 Other	50.00
<b>Total 7400 Travel</b>	<b>\$ 1,485.00</b>
7710 Registration, License & Permits	150.00
7760 Bank Fees	500.00
<b>Total Expenditures</b>	<b>\$ 464,095.00</b>
<b>Net Operating Revenue</b>	<b>\$ 84,405.00</b>
<b>Net Revenue</b>	<b>\$ 84,405.00</b>



**LACOE Philanthropy Initiative Update**  
**Wednesday, June 19, 2019**

The philanthropy initiative was designed to provide leadership and resources through partnerships, co-investment, and fundraising which enable access to the highest quality education and enrichment opportunities for Los Angeles County public education students. The objectives are to address the barriers to learning, support the implementation of strategic priorities, and develop innovative, scalable programs.

### **I. Executive Search**

*Goal: Recruit a dynamic leader to develop strategic partnerships and grow philanthropic support for public education in Los Angeles County*

- Spencer Stuart was retained to recruit a President and Chief Deputy of Strategic Partnerships and Innovation to lead the LACOE Philanthropy Initiative.
- Spencer Stuart is targeting prospective candidates who fall under these categories:
  - Los Angeles Political & Community Leaders
  - Philanthropic Leaders
  - Experienced with education reform
  - “Best athlete” nonprofit leaders
- Spencer Stuart has completed the following activities through May 30, 2019:
  - Drafted the job description
  - Actively recruited potential candidates through their extensive network
  - Reviewed approximately 150 profiles
  - Connected with 70 high potential prospects or connectors
  - Corresponded with 40 prospective candidates
- The Executive Search Committee reviewed profiles of seven prospective candidates and provided feedback on their qualifications.
- Spencer Stuart will undertake the following next steps:
  - Continue to identify prospective candidates based on referrals and screening criteria developed for this position
  - Screen identified candidates for qualifications and interest
  - Schedule preliminary phone calls with qualified candidates to further gauge interest and fit
  - Schedule interviews with the finalists and LACOE leadership

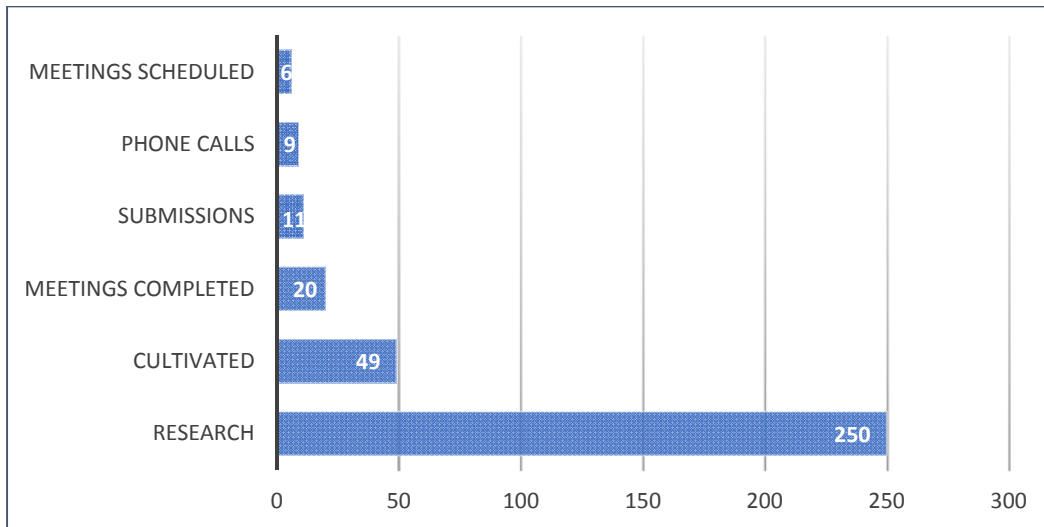
### **II. Outreach Activities**

*Goal: Foster relationships and create partnerships that provide philanthropic support for public education in Los Angeles County*

#### **Near-term financial objectives**

- Capacity building
  - Fund the foundation’s infrastructure – staffing, technology, support services
  - \$5 million over three years
- Program
  - Community Schools Initiative
  - Mental Health Support and Trauma Intervention
  - Universal Literacy by 3<sup>rd</sup> Grade

**Cultivation Activities**



**LACOE Philanthropy Initiative Fundraising Report  
Through May 31, 2019**

Prospective Funder	Activity	Date (to be) Completed	Next Step
<b>Acton Family Foundation</b>	Sent introductory email requesting meeting	5/16/19	Received reply – not aligned with funding priorities
<b>Annenberg Foundation</b>	Spoke with program manager, Kavi Lal	NA	Does not support public entities
<b>Anonymous LLC</b>	Meeting to discuss potential funding for services for homeless youth at community schools	5/9/19	Meeting scheduled June 18
<b>AT&amp;T Foundation</b>	Sent follow-up email and vision statement	5/3/19	Does not accept unsolicited requests
<b>Bank of America Foundation</b>	Submitted grant application	5/17/19	Follow up with Dannielle Campos
<b>California Community Foundation</b>	Scheduled meeting with Dr. John Garcia and John Kobara	5/3/19	
<b>California Credit Union</b>	Worked with Susan Bishop to secure \$5,000 sponsorship for Superintendents’ Collaborative	4/30/19	Ensure acknowledgement letter is sent when check is received
<b>Charles Stewart Mott Foundation</b>	LOI submitted	4/29/19	Send follow-up email



Prospective Funder	Activity	Date (to be Completed)	Next Step
Conrad N. Hilton Foundation	Phone call with Jeannine Balfour	5/21/19	Create case for foster and transition-age youth
Emerson Collective	Phone call with Lisa Gibes de Gac Sent email with information reviewed in phone call so she could share it with the team	4/16/19	Introduce new executive director once s/he is hired
First 5 LA	Met with Alba Bautista regarding partnership opportunities	4/23/19	None at this time
Galaxy Gives	Phone call scheduled for Maricela and Billy to discuss program for incarcerated youth	5/28/19	Follow up with Maricela – conversation regarding incarcerated youth
Henry T. Nicholas, III Foundation	LOI given to Pat Smith for signature before submission	5/20/19	Follow-up with Pat
L.A. Chargers Foundation	Left two voicemails for Heather Birdsall	5/2/19	Find connector
Los Angeles Dodgers Foundation	Re-scheduled meeting with Nichol Whiteman per her request	6/26/19	
Majestic Reality Foundation	Drafted and sent Letter of Introduction requesting support for community schools	5/23/19	Follow up on submission
Reis Foundation	Sent introductory email requesting meeting	5/16/19	Send follow-up email
Silicon Valley Community Foundation	Sent introductory email requesting meeting	5/16/19	Send follow-up email
Silver Giving Foundation	Sent introductory email and vision statement per their website	4/29/19	Send follow-up email
Sobrato Foundation	Sent introductory email requesting meeting	5/16/19	Send follow-up email
Sony Pictures	Met with Janice Pober	5/8/19	No additional follow up at this time
Stuart Foundation	Submitted capacity building grant request	5/31/19	Submit final request once fiscal sponsorship is in place
Suffolk Cares Foundation	Sent introductory email requesting meeting	5/16/19	Send follow-up email
The Brady Education Foundation	LOI on hold – requires research and practitioner collaboration		Identify appropriate project
The California Endowment	Phone call completed with Jennie Chheang	5/1/19	Follow up once Education First proposal is finalized
The Irving Harris Foundation	Sent introductory email requesting meeting	5/16/19	Send follow-up email



Prospective Funder	Activity	Date (to be) Completed	Next Step
The Hearst Foundation	Submitted application	5/8/19	Follow up on submission
The Ralph M. Parsons Foundation	Drafted briefing document for upcoming meeting	6/12/19	
The Richard C. and Melanie Lundquist Family Foundation	Drafted proposal and presentation	TBD	Submit proposal
The Sherry Lansing Foundation	Phone call and email to Doug Collins	4/9/19	Send follow-up email with vision statement
The W.K. Kellogg Foundation	Prepare grant application	TBD	Revise request for census support once budget has been approved
UniHealth Foundation	Met with Jen Vanore	4/26/19	Revise eligibility survey for LACOE instead of FOL once fiscal sponsor is secured
United Way of Greater Los Angeles	Sent email requesting meeting	5/16/19	Send follow-up email
Weingart Foundation	Meeting scheduled for Dr. Duardo	7/11/19	Prepare briefing document
Wells Fargo Foundation	Meeting scheduled for Dr. Duardo with Sr. VP of Corporate Philanthropy and Community Relations	6/6/19	
William & Flora Hewlett Foundation	Sent introductory email requesting meeting	5/16/19	Talk with Dr. Garcia regarding a connector
W.M. Keck Foundation	Sent introductory email requesting meeting; spoke with program director on the phone regarding eligibility requirements	5/16/19	Prepare documentation of LACOE government entity status

**Proposals in Process**

- Ballmer Group
- Weingart Foundation
- Wells Fargo
- Melanie Lundquist
- W.M. Keck Foundation
- The Ralph M. Parsons Foundation

**III. Rebranding Friends of LACOE**

Goal: *Create a robust philanthropic arm of LACOE to provide a platform for developing partnerships and direct philanthropic support*

### **Formation**

Rebranding Friends of LACOE to the Greater Los Angeles Public Education Foundation, revising its bylaws, and developing a robust Board of Directors will provide the continuity of strategic priorities and oversight LACOE desires.

- Consult external legal counsel to ensure the foundation's IRS designation provides the most effective platform to meet LACOE's philanthropic needs
- Revise the bylaws to align the foundation within the appropriate governance structure that effectively supports LACOE's strategic initiatives
- Ensure employees of the foundation are hired under the foundation (not under LACOE) and set up for success
- Structure the financials to prepare for audit reviews and governance by the Board of Directors
- Create gift acceptance, acknowledgement, donor recognition, stewardship, and prospective development policies that align with IRS regulations and meet industry standards

### **Board Development**

The Board of Directors must be enhanced and include members who understand their role as a fiduciary, an advocate, a philanthropic supporter, and a connector.

- Revise the bylaws to increase the number of Board members to a maximum of 30 individuals
- Create a robust Board committee structure that includes executive, development, finance, audit, investment, nominating, and grantmaking committees
- Outline the Board governance structure, prepare Board member recruitment and orientation materials, develop policy documents, and facilitate Board member training
- Identify and recruit Board members who are passionate about the cause, are well-connected in the community, and have a willingness and capacity to provide philanthropic funding

### **Infrastructure**

For the foundation to function at an optimal level, a robust infrastructure must be developed including a highly-skilled team of professionals, grants management functionality, fund development, financial oversight, and a constituent relationship management system.

- Recruit well-qualified, team members for the foundation who have a proven track record of success in their given field
- Cultivate partnership opportunities and prospective donors to support the infrastructure and strategic priorities of LACOE
- Create a platform for funds management, including investment oversight
- Select and implement of a central constituent relationship management data system
- Secure an office location that allows for direct connectivity to LACOE as well as provides a welcoming environment for prospective funders

## **IV. Fiscal Sponsorship through California Community Foundation**

Goal: *Leverage the partnership with the California Community Foundation to provide stability and credibility for the initiative until the rebranded foundation is fully operational*

**What is a Fiscal Sponsor?**





The fiscal sponsor can perform a variety of administrative functions for the sponsored organization or program, including the responsibility of receiving and administering charitable contributions on behalf of the sponsored organization.

The California Community Foundation will fill this role for LACOE under a two-year contract. This timeframe will allow for the full rebranding of Friends of LACOE, the buildout of the operational infrastructure, and enhancement of the Board.

### **What is the rationale for creating the Greater Los Angeles Public Education Fund?**

Establishing the Greater Los Angeles Public Education Fund at the California Community Foundation will ensure significant early donors, partners, funders, and advocates feel a high-level of confidence in the credibility and sustainability of this innovative initiative.

- **Remove barriers to receiving funding through Friends of LACOE.** Grantors have expressed concerns about funding Friends of LACOE directly citing that it is too new (founded in 2015) and does not currently have an Executive Director in place to properly oversee and manage the funds received, disbursements, and reporting.
- **Remove barriers to receiving funding through LACOE.** Some grantors are not able or are unwilling to support a large public entity like LACOE. There is also a lack of understanding in the community as to why the county entity should receive the contributions as opposed to providing funds to the to the districts directly.
- **Provide an immediate channel for funding.** The process for engaging with the California Community Foundation as fiscal sponsor is completed in a matter of weeks, while building out the Foundation's infrastructure may take a couple of years.

**FRIENDS OF LACOE  
2019-20 FINANCE COMMITTEE MEETING CALENDAR**

<b>MEETING</b>	<b>DAY</b>	<b>DATE</b>	<b>TIME</b>	<b>LOCATION</b>
Finance Committee	Monday	August 12	9:30 a.m. to 10:00 a.m.	EC 107
Finance Committee	Monday	October 14	9:30 a.m. to 10:00 a.m.	EC 107
Finance Committee	Monday	January 13	9:30 a.m. to 10:00 a.m.	EC 107
Finance Committee	Monday	April 13	9:30 a.m. to 10:00 a.m.	EC 107
Finance Committee	Monday	June 1	9:00 a.m. to 9:30 a.m.	EC 107

**FRIENDS OF LACOE  
2019-20 BOARD of DIRECTORS MEETING CALENDAR**

<b>MEETING</b>	<b>DAY</b>	<b>DATE</b>	<b>TIME</b>	<b>LOCATION</b>
Board of Directors Annual Meeting	Monday	August 12	10 a.m. to 11:00 a.m.	EC 107
Board of Directors Regular Meeting	Monday	October 14	10 a.m. to 11:00 a.m.	EC 107
Board of Directors Regular Meeting	Monday	January 13	10 a.m. to 11:00 a.m.	EC 107
Board of Directors Regular Meeting	Monday	April 13	10 a.m. to 11:00 a.m.	EC 107
Board of Directors Regular Meeting	Monday	June 1	9:30 a.m. to 10:30 a.m.	EC 107