



APPROVED MINUTES  
MEETING OF THE BOARD OF DIRECTORS  
Greater LA Education Foundation

Wednesday, October 21, 2020

A meeting of the Board of Directors of the Greater Los Angeles Education Foundation was held on Wednesday, October 21, 2020 via Zoom video conference.

Present: Debra Duardo, Monte Perez, Gloria Rogers, Candace Bond McKeever, Capri Maddox

Others Present: John Garcia, Daisy Esqueda, Matthew Jaffke, Steve Purcell, Kristina Romero, Sam Gelinas, Kim Traynor

**CALL TO ORDER**

Dr. Duardo called the meeting to order at 1:30 p.m. She acknowledged that the October meeting was the first meeting of the 2020-21 fiscal year.

**COMMUNICATIONS (PUBLIC COMMENTS)**

NONE

**APPROVAL OF MINUTES**

The Board reviewed the meeting minutes for the meeting on August 6, 2020.

It was MOVED to approve the meeting minutes by Ms. Candace Bond-McKeever; SECONDED by Mr. Chris Steinhauser. All approved; none opposed.

**BOARD MEMBER RESIGNATION AND NOMINATIONS**

**MEMBER RESIGNATION**

Dr. Duardo announced that Ms. Patricia Smith had submitted her resignation as member of board and as treasurer of the board earlier in the month. With Ms. Smith's resignation, the board has an ex-officio voting Director position open and an officer position open. Per the foundation's bylaws, the Los Angeles County Superintendent shall recommend the Deputy Superintendent of the Los Angeles County Office of Education or a senior administrator at the Los Angeles County Office of Education to be an ex-officio voting member. The ex-officio position will be filled at the January Board meeting.

**TREASURER NOMINATION**

Dr. Duardo moved on to fill the Treasurer position that was vacated by Ms. Smith. The foundation's bylaws state the Treasurer, subject to the direction of the Chair, shall have charge and custody of and be responsible for all funds and securities of the corporation; receive and give receipt for moneys due and payable to the corporation from any source whatsoever;



deposit all such moneys in the name of the corporation in such banks, trust companies, or other depositories as the Board of Directors shall select, and, in general, perform all the duties incident to the office of Treasurer. If required by the Board of Directors, the Treasurer shall give a bond for the faithful discharge of his or her other duties in such sum and with such surety as the Board of Directors shall determine.

Dr. Duardo shared that Ms. Gloria Rogers has graciously agreed to fill the Treasurer position until additional Directors are added to the Board and the Treasurer position can be filled with a member in the finance sector.

In January, Ms. Rogers was re-elected as Board Secretary with a two-year term. The bylaws state that any number of officers may be held by the same person, except the neither the Secretary nor the Treasurer may serve concurrently as the Chair.

Dr. Duardo opened the floor for a formal nomination for Ms. Rogers to be elected as Treasurer of the Board. Mr. Steinhauser NOMINATED Ms. Rogers. Ms. Bond-McKeever SECONDED.

Dr. Duardo brought the nomination to a vote. All in favor; none opposed.

Dr. Duardo congratulated Ms. Rogers and shared that as Treasurer, Ms. Rogers will closely work with the foundation team and the Traynor Group to provide updates at all upcoming Board meetings.

## **PRESIDENT'S REPORT**

### **COVID-19 RESPONSE EFFORTS**

Dr. Garcia provided an update on Greater LA's COVID response efforts. Dr. Garcia shared that, to date, with help from foundations, corporations and individual donors, Greater LA has invested over \$4 million dollars to meet the most urgent needs of LA County schools and communities.

This past quarter, Greater supported the City of Pico Rivera for their Back to School Giveaway, in partnership with Supervisor Hilda Solis' office, and also coordinated a donation of about \$90,000 worth of tablets, Wi-Fi hotspots and headphones for students at four Long Beach High Schools: Poly, Wilson, Carbillo and Jordan. This effort was led by a collective of music industry executives, one of whom is from Long Beach and attended LBUSD. The Foundation coordinated with teachers and counselors and school administration at each site to identify students to receive the donations, and support distribution.

### **QUARTERLY UPDATE**

Additional quarterly updates included the launch of a Teachers of the Year campaign, in partnership with LACOE, to build on the Teachers of the Year legacy, expand its reach, and scale the successful strategies. Greater LA also hosted a second convening to gather feedback on its



recommended educators of color initiatives from the community and define specific next steps for implementation. At the convening, the Greater LA team set out to identify potential opportunities for organizations in LA County to collaborate and partner to help improve recruiting and retaining educators of color.

Furthermore, Dr. Garcia shared that the Foundation planned to release its first publication on recruiting and retaining educators of color in LA County next month. The report combines local data, national research, and interviews with county educators and leaders to show the need for more educators of color in LA County, and how the community can work together to meet that need. To promote the release of the report, Greater LA will host a webinar on November 17, which will feature a panel of education leaders who will speak to the importance of and dynamics that influence recruitment and retention of educators of color.

Lastly, the Greater LA team is working with LACOE's Community School team to plan a countywide "Community Schools" convening to share strategies for impact, scale and promote collaboration.

#### **FISCAL SPONSORSHIP**

Dr. Garcia shared that the Greater LA team had performed an analysis on the pros and cons of remaining in a fiscal sponsorship as well as the different tax status designations to help inform the Board as the future of the foundation is discussed.

Dr. Duardo shared that the initial thinking for the Foundation was that it would start off with a fiscal sponsorship but would eventually become independent but in a way that kept it aligned with LACOE.

It was recommended that the Foundation look into the "public charity" designation.

#### **FINANCE**

##### **ACCEPTANCE OF FUNDS**

Dr. Duardo reminded the group that the Greater LA team had decided to transition all bookkeeping services to a professional bookkeeping agency, Traynor Group. The Greater LA team worked with Traynor Group to prepare the Board's finance reports.

Kim Traynor walked the group through the new approach and reporting structure. Kim shared that the Budget vs. Actuals report looks at a combination of GLA books and books of the fiscal sponsorship. Both books are combined to give a complete picture of what is happening at both organizations. The Combined Statement of Activity for July 1 through September 30 is the total activity in GLA books the Traynor Group is doing bookkeeping for, parsed out by activities that belong to GLA, LACOE in-kind, and the fiscal sponsorship activity. Adjustments are made to block out any item that was duplicated when they are transferred from the fiscal sponsorship to GLA. Kim shared that there were large variance and overages due to COVID-19 fundraising.



The projected cash flow includes anticipated revenue flows, grants coming in March 2021, and salaries.

Dr. Duardo followed with a request to approve the Acceptance of Funds for the period of July 1 through September 30, 2020. It was MOVED to approve the Acceptance of Funds by Mr. Steinhauser; SECONDED by Ms. Bond-McKeever. All in favor; none opposed.

## **COMMITTEE UPDATES**

### **EXECUTIVE COMMITTEE**

Dr. Duardo shared that the Executive Committee has begun to meet regularly prior to each Board meeting to help shape the Board agenda. During the last meeting, the committee discussed the status of the foundation as a supporting organization, which has some funding implications. The foundation team will solicit input from partners as they perform an analysis on what it means to change the organization's status and any disadvantages the foundation should be aware of. The committee will continue to have conversations on this topic and will continue to update the full board.

Additionally, the Executive Committee provided feedback on the foundation's development report.

As the Executive Committee continues to meet regularly, it will provide input on the strategic direction of the organization and its leadership. The committee will also help make timely recommendations and decisions in the best interest of the foundation and will report back to the full Board at each Board meeting.

### **BOARD DEVELOPMENT COMMITTEE**

Dr. Garcia shared that the Board Development Committee continues to meet to provide input and recommendations to grow the Foundation's board. Dr. Garcia also shared that the committee will look to the Board to tap their networks and help identify individuals to serve.

## **OTHER BUSINESS**

### **DEVELOPMENT UPDATE AND DISCUSSION**

Sam Gelinas walked the board through a development update and discussed the Foundation's longer term and diversified strategies for operational expenses and program development and investment opportunities. The Foundation is looking at four key strategies for longer term revenue sources – key foundations, external sponsorship opportunities, individual giving, and programmatic fundraising. The four revenue streams will be going to operational support and supplemental support for LACOE and GLA.

Sam reviewed a target operational budget for fiscal year 22 and the current status of where the organization is on aforementioned fundraising strategies. In the coming months, GLA will be



launching the first wave of Teachers of the Year grant making which will launch early next year, engaging individual donors, and explore LACOE's employee contribution program.

#### **CONFLICT OF INTEREST FORMS**

Dr. Garcia informed the Board that they will receive a Conflict of Interest form via DocuSign.

#### **LACOE UPDATE**

Dr. Duardo shared that LACOE has been working really hard to support the 80 school districts as they shut down and in closing the digital divide. LACOE surveyed all school districts and determined that \$12.8 million was needed to help close the digital divide. The LA County Board of Supervisors granted LACOE the funding needed.

Dr. Duardo also shared that students in camps did not have access to digital instruction when they needed to be quarantined in their sleeping quarters due to COVID. LACOE worked with probation and was supported by the Supervisors to get all of the living quarters wired so that when students are quarantined, they have access to distance learning.

#### **BOARD MEETING CALENDAR**

Dr. Duardo updated the Board regarding the revised meeting calendar. She shared that the next scheduled meeting is Thursday, January 28<sup>th</sup> at 1:00 p.m. The location of the meeting will be determined as the date approaches and in accordance with LA County's COVID-19 regulations, but will most likely be remote.

#### **ADJOURNMENT**

It was MOVED to adjourn at 2:28 p.m. by Ms. Bond-McKeever; SECONDED by Ms. Rogers. All in favor; none opposed.