

**Texas Education Foundation Network**  
**Embassy Suites Hotel & Conference Center**  
**San Marcos, Texas**  
**Pre-Conference Schedule**  
**April 8, 2019**  
*(subject to minor changes)*

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**8:30 – 11:30 PRE-CONFERENCE SESSIONS (3)**

- ***MUST be pre-registered to attend***
- ***Arrive 30 minutes prior for check-in***

**Session 1 Fish Camp - New to School Foundations (30 attendees max)**

***Speakers: Foundation Innovation***

This session will be geared towards new foundations, executive directors, board members, staff or schools who want to establish or reorganize a foundation. This session includes the fundamentals necessary to develop and build capacity for a foundation, including organization, policies, board member recruitment, marketing, program funding and fundraising. Attendees will also be guided through the full conference agenda to determine the sessions that will be the most beneficial for their foundation.

***Recommended for: New Foundation Staff and Boards.***

**Session 2 Executive Director Bootcamp (30 attendees max)**

***Speakers: Foundation Innovation***

As education foundations continue to develop and build capacity for the organization, one of the key components is staffing. This interactive training is designed for executive directors, managers, and administrative staff of education foundations that support public school districts. The job of an executive director is challenging, and specialized training will help their productivity, impact and effectiveness. This training will focus on the following areas:

- Governance – understanding the oversight, compliance and overall structure of an education foundation is paramount to success. We will discuss how the governance committee has become a vital component.
- Board Development - engaging your board to the mission of the education foundation through lively agendas and heartfelt discussions. We will discuss the process of identifying, recruiting, onboarding, and retaining effective board members.
- Fundraising & Donor Relations – creating a climate of philanthropy to be the charity of choice for education through identifying, soliciting, and stewarding donors as well as managing donor records. We will discuss how you can change your administrative board into a fundraising board.
- Day to Day Operations - managing the planned and unplanned duties. We will discuss how to best manage your time to be an effective leader for the board of directors of your education foundation.

***Recommended for: Foundation Staff***

**Session 3 Donor-Focused Fundraising (50 attendees max)**

***Speakers: Lynne Wester, Donor Relations Guru***

This interactive workshop will discuss revitalizing, transforming and modernizing fundraising to be donor-focused; how and why impact is important and donor relations communications.

***Recommended for: Foundation Staff and Boards***