

P1413: COORDINATION WITH THE WICHITA PUBLIC SCHOOLS FOUNDATION

BOARD POLICY:

The purpose of this policy is to establish guidelines to ensure coordination and transparency between Wichita Public Schools (WPS) and the Wichita Public Schools Foundation (WPSF). The policy provides a framework for collaboration that supports the district's educational mission while maintaining accountability, legal compliance, and appropriate organizational independence.

Administrative Implemental Procedures:

1. The Wichita Public Schools Foundation is a separate nonprofit entity established to support the district's mission through fundraising and financial contributions in accordance with applicable federal and state laws. WPS recognizes and values the WPSF's role in enhancing educational opportunities for students and staff. The district must ensure coordination with the WPSF to maintain alignment with WPS strategic goals, financial accountability, and transparency in all joint efforts.
2. WPS may enter into a Memorandum of Understanding (MOU), in accordance with WPS policies, with the Wichita Public Schools Foundation to define the relationship, roles, and expectations between the two organizations. The MOU shall be approved by both governing boards and reviewed periodically. The MOU will address, at minimum:
 - **Roles and Responsibilities:** WPS and WPSF shall maintain distinct roles consistent with Kansas law. The district retains full authority over programming, curriculum, staff compensation, and use of district facilities.
 - **The MOU will specify any arrangements for reimbursement of staff compensation provided on behalf of the WPSF.**
 - **Decision-Making and Oversight:** The superintendent or designee shall communicate district priorities to the WPSF. WPSF-funded expenditures that affect district operations, programs, or personnel must comply with district purchasing policies and receive approval by the Board of Education when applicable.
 - **Coordination and Communication:** The superintendent, or designee, and WPSF executive director shall meet regularly to review funding requests, planned initiatives, and the impact of WPSF contributions.
 - **Financial Transparency:** The WPSF shall maintain independent financial records. The superintendent, chief financial officer, or designee shall have access to WPSF financial reports related to district-funded initiatives. The WPSF will provide financial updates and share audit results with WPS.
 - **Public Communication:** In its discretion, WPS will report to the public on how WPSF contributions support district programs to ensure transparency and community trust.
 - **Conflict of Interest:** Both entities shall adhere to conflict-of-interest standards consistent with state and federal law and applicable WPS policies.

3. All requests for financial support from WPS to the WPSF must be initiated and approved by the superintendent, chief financial officer, or designee. Other district staff do not have the authority to request financial support and shall not independently solicit or accept WPSF funding.
4. Any WPSF donation or grant of a capital improvement to any school property or any transfer of in kind real property to the district, regardless of the amount of the improvement or value of the property, shall require prior approval by the Board of Education. Any contracts or professional services must follow all applicable laws and policies. All capital improvement projects must be coordinated with Wichita Public Schools, Facilities Division, in accordance with WPS policies.
5. The Board of Education shall formally acknowledge all WPSF grants to WPS in accordance with WPS policies. The Financial Services Division shall account for, monitor, and report all WPSF funds received by the district to ensure compliance with donor intent and district financial policies. Board agenda items involving WPSF funding shall identify such funding in the item description.
6. The superintendent and any designated members of the district leadership team shall meet with WPSF leadership at least once annually to review strategic priorities, funding opportunities, and the impact of WPSF-supported initiatives. The district shall collaborate with the WPSF to assess the outcomes of funded programs and ensure continued alignment with WPS's strategic plan.
7. The Financial Services Division shall oversee all district financial transactions related to WPSF funding to ensure compliance with applicable policies and laws. An annual review of WPSF-funded district expenditures shall be conducted, and results shared with both the WPS Board of Education and the WPSF Board of Directors.

Administrative Responsibility: Superintendent

New Policy Date: September 2026