

**ASD Foundation**  
**Board Meeting Minutes**  
**August 4, 2022 - 8:00 a.m.**  
**In-Person at Dieruff High School and via Zoom**

**Present:** Dr. Julie Ambrose (Executive Director), Vicki Newhard (Administrator), Dan Bosket (President), Tonya Harris (Vice-President), Ibi Balog (Treasurer), Maria Tjeltveit (Secretary), Laudy Allan, Dr. Mark Emerick, Don Hinkle, Pete Kareha, Kay Kurtz, Joe Petro, Rob Schmidt, Dr. D'nese Sokolowski, Dr. John Stanford, Dr. Erika Sutherland, Ralph Todd, and Don Wieand

**Absent:** Ellen Kern, Angela Nolan, Jennifer Ortiz, and Rashid Santiago

**Call to Order** D. Bosket

Dan called the meeting to order at 8:03 a.m. and welcomed everyone.

**Approval of June 2, 2022 Minutes (A)** M. Tjeltveit

**Motion:** 1st Rob      2nd Don H.      No Nays or Abstentions      **Conclusion:** Approved

**Election of Board Members for 2nd Term (B)** D. Bosket

We did not officially vote in the three board members who agreed to a second 3-year term starting July 1, 2022, so we are voting today. The board members are Don Hinkle, Kay Kurtz and Angela Nolan.

**Motion:** 1st Ibi      2nd Rob      No Nays or Abstentions      **Conclusion:** Approved

**ASD Update** J. Stanford

August 29 is the 1st day of school for students. August 15 is new teacher orientation. All teachers return on August 22. This week there is a leadership academy for administrators.

ASD is getting ready for the new school year, building capacity at the central office so school staff can focus on working with students, revisiting the Health & Safety Plan, still hiring for some central office positions including Director of Virtual Campus, and still hiring teachers (especially for special education and math).

ASD is working with Century Promise on a pilot program for the fall. If students go through the program in middle school and high school, they receive (upon graduation) access to college via university partners or a job via local employers. The district is also working on a cyber security certification program for WAHS students and an e-sports program.

## Q & A:

- Are school supplies needed? *Yes, regular school supplies are needed in addition to masks, hand sanitizer and reusable water bottles.*
- Can students in all grades sign up for the virtual campus? *Yes. The program is mostly asynchronous with opportunities for tutoring.*
- Is everyone okay with returning to school before Labor Day? *ASD hasn't received much feedback about this.*
- What is the rationale for starting school in August? *It keeps us consistent with other school districts and partners such as LCTI and LCCC, allows for more flexible scheduling throughout the year and gives ASD students the same chance at summer job opportunities.*

## Treasurer's Report

I. Balog

Ibi is still trying to master ASDF's graphic presentation system that has been used by past treasurers. Some items are broken out in detail and some are not.

ASDF met its 2021-22 budget and did even better than projected. Auditors coming in on 8/24.

## Executive Director's Report

J. Ambrose

### **Mission Moment:**

- The WAHS Class of 1970 held their delayed 50th class reunion recently and wanted to raise \$10,000 to start a new endowed scholarship through ASDF. Corey Cowen, an assistant principal at WAHS, gave them a 2 ½ hour school tour which was such a positive experience for the alumni that they have already exceeded the \$10,000 goal.
- Joe Petro donated a collector's car to ASDF which eventually sold for \$28,500. To thank him for this very generous donation, Julie presented Joe with a photo of him next to the car and a scale model of the car.

**Year in Review:** Julie shared a PowerPoint presentation that she intended to share at the June Board Retreat, but we ran out of time. Highlights included:

- Past year was very successful in science. We received a \$40,000 grant from Trexler Trust and close to \$8,000 from individual donors which allowed us to fund the ASD Science Fair, participation in the PJAS Region 3 Science Fair and the state meet (one student from SMMS), and the purchase of high school science materials for 31 classrooms coordinated by Vicki Newhard in conjunction with the donor, vendor (OAKA Books) and the ASD STEM and Special Education departments.
- In music, we were able to provide discretionary grants to middle and high school performing arts groups, strings lessons at Raub MS through El Sistema and Bach to School materials for all ASD 5th graders.
- In literacy, we expanded our program from 45 volunteers at the beginning of the school year to 60 by the end of the year. They spent 2,010 volunteer hours working with 1,440 K-1 students in the ASD. Additionally, 13 students at Lehigh Parkway participated in the I Am on a

Bookshelf Program with 7 of them publishing a book by the end of the school year. Union Terrace will join the program in the fall. Fifty students from Trexler MS participated in National History Day with 3 of them making it to the regional competition. Reading is Rewarding, a new endowed program at Raub MS started by Maria Tjeltveit, awarded students each quarter and at the end of the school year with books or a book gift certificate for achieving the most growth in reading.

- For the Teacher Innovation Grant (TIG) Program, we funded all 17 projects that were submitted as complete proposals. We normally get more applications and can't fund all of them.
- Four new senior scholarships were established this past year. The Thomas Makhoul Scholarship was expanded to include an award for both an Allen and Dieruff student each year. In total, 70 ASDF scholarships were awarded to 52 ASD graduating seniors.
- Summer camp scholarships were provided for ASD students to attend local camps. Several camps received an ad in the Gala program for donating at least two weeks of camp. Additionally, 13 students attended Camp LCTI including busing to and from Schnecksville using leftover funds from a Well Fargo grant we received a few years ago.
- Visual arts residencies took place at four elementary schools in the fall and four in the spring, involving close to 900 students.
- Overall, our 2021-22 programs were successful, especially given the rebuilding needed after most of our programs did not take place in 2020-21 due to Covid. All of our programs happen because of connections with ASD; we only conduct programs the district wants us to do. This past year, we had programs in all of ASD's elementary, middle and high schools plus Newcomer K6. (Julie shared charts showing the programs that were conducted in each school.)
- Operational accomplishments included passing an Endowed Program Policy with two programs so far, passing an Emeritus Board Policy with five emeritus board directors so far, introducing a new format, online ticket sales and a silent auction for the High Notes Gala, expanding visibility through email blasts and social media, receiving a high number of in-kind gifts and services and increasing the use of our DonorPerfect database.

### **Committees:**

- Julie sent out the committee list before the meeting. Some committees work year-round while others take a break over the summer. All committee chairs are asked to touch base with their members to make sure they're still interested in being on the committee, especially non-board members. Also, each chair is asked to check their committee policy to see if their membership adheres to it. If not, the committee membership or policy can be changed. Additionally, chairs are asked to determine committee plans/goals for the year and to provide updates at our board meetings.
- Don W. commented that it's important for the Foundation to create goals for the upcoming school year, and it should be done as an overall organizational evaluation. Also, It would be helpful for Julie to create a wishlist. Julie responded that it circles back to working with ASD and our strategic plan which ended in 2021 when there was a superintendent transition.
- There was a discussion about how ASDF can best support ASD in working with families whose primary language is not English. Allentown has a majority Hispanic population as well

as a large Arabic-speaking population. ASD currently has a Family and Community Engagement team that reaches out to non-English speaking families.

- Dan said he will talk to Julie about the strategic planning process for the board so we can align with ASD to best serve students and families.

**Board Composition Survey:** Julie will send it out by email, but it can be submitted on paper if preferred. No personal identification will be used so there is no need to put your name on it. Please complete it by August 15.

### **Administrator's Report**

V. Newhard

- The 2022-23 board meeting dates with updated locations can be found on the last page of the agenda packet.
- We were unable to get a summer intern through the Workforce Development Board since there was only one applicant, and she could not be placed at ASDF due to being under 18. Our last intern, Muhlenberg College graduate Quentin Bernhard, let us know that he will soon start a year of service in Senegal through the Young Adults in Global Mission program. If anyone is interested in supporting his efforts, please contact Vicki for more information.
- Board Member Tool Kits were distributed to our new board members and board member business cards were passed around for anyone interested in using them when talking to others about ASDF.
- Booth volunteers are needed for Art in the Park at West Park on Saturday, 9/17 where we will be displaying ASD student artwork, accepting donations and talking about ASDF. Watch for a Sign-up Genius email.
- ASDF is accepting school supplies for ASD students via outreach to businesses through the Volunteer Center of the Lehigh Valley.

### **Other Item**

- Kay reported that Dieruff had its 11th annual mega-reunion in July with the largest attendance ever (380 alumni and guests). The classes of 1967 and 1972 had their own tents to celebrate their 55th and 50th reunions. The day after the reunion, there was a two-hour Dieruff tour.

### **Meeting Adjournment**

- Dan called for a motion to adjourn the meeting. 1st Ibi and 2nd Rob. Meeting adjourned at 9:30 a.m.
- Dan invited everyone to stay for the Learning Dome demonstration if able to do so.