

Board Meeting Minutes February 3, 2022 @ 8:00 a.m. via Zoom

Present: Julie Ambrose (Executive Director), Vicki Newhard (Administrator), Dan Bosket (President), Maria Tjeltveit (Secretary), Joshua Dodd (Treasurer), Ellen Kern, Don Hinkle, Rashid Santiago, D'nese Sokolowski, Kay Kurtz, Peter Kareha, Don Wieand, Mike Bruckner, Ralph Todd, Jane Marks, Tonya Harris, Jennifer Ortiz, and John Stanford (Superintendent).

Absent: Angela Nolan, Rob Schmidt, Erika M. Sutherland.

Call to Order and Welcome Dan Bosket called the meeting to order at 8:03 a.m.

He welcomed new Board Member, Jennifer Ortiz, a new member of the Allentown School Board, who replaces Nancy Wilt as our School Board representative.

Jennifer said she is an Allentown resident for 10 years. She has 2 kids, ages 7 and 9. The younger attends a charter school and the older one is at Sheridan Elementary, which they love.

Approval of December 2, 2021 Minutes (A)

M. Tjeltveit

Motion: 1st Mike 2nd D'nese. Conclusion: **Approved**

ASD Update

J. Stanford

90 day entry plan:

Fireside Chats: pretty good. About 25 people each night, allowed more of a conversation; more organic. Good to hear from parents and community members and share ideas.

Operations: still struggling with staffing issues, being able to fill positions and get substitutes. The Governor and General Assembly are allowing emergency certification for people to be substitute teachers. Working with local universities and depts of education and business to identify student teachers and to work together on an internship program for seniors to work on projects in the district. Some expressed interest.

Planning in process for creating budget and Program of Study for next year. A team is working on Summer School. Things should come together at Board meetings in next 2-3 months.

Treasurer's Report (B)

J. Dodd

Working on single audit for the CARES Fund monies and have some good news with help on that.

We are at 50% of the school year. Grants and EITC income are over 50%.

Embassy Bank will likely give another EITC gift (as their "last year's" donation came in early this year)

Budget reflects conduit monies for Dieruff Lighting and Middle School Transformation.

Cash balance still strong.

Motion: 1st Mike 2nd Ralph Conclusion: **Approved**

Governance Committee Update

R. Santiago

Been working on structure and composition of Board.

Status of current board members:

Contacting those rotating off and seeing if others are willing to continue for a second term. May have 2 or 3 openings. Vacancies created by Jane and Mike. Several people have expressed interest in serving on the board. Kay, Angela, and Don (tentatively) interested in serving another term. Nancy Wilt resigned and Jennifer Ortiz has taken over as School Board Representative.

Potential leadership openings:

Angela will continue on the board but not be Vice President. VP is normally a path to becoming President. So, anyone considering VP should be willing to become President.

Dan is willing to serve 3rd term as President, as allowed in our bylaws [“an Elected Director may serve all or part of a third consecutive full three-year term if, at the end of said Director’s second consecutive full three year term, said Elected Director has been elected to serve as an officer of the Board of Directors and so continues to serve as an officer of the Board of Directors” Article IV, Section 3].

Josh will finish his term as Treasurer. Ibi Balog, a long-time member of Finance Committee is willing to replace him.

Maria is willing to continue as Secretary and is open to other leadership positions.

Invited Bd members to consider a leadership position. Will send an email to solicit interest in leadership.

Emeritus board members:

Nominations are due in March. Will send out email with info to nominate people. Give name and a blurb with rationale for receiving the status.

Investment Committee Update

(R. Schmidt)

Julie reported for Rob that the Investment Committee met new person from Truist. The Committee questioned fees and the Truist fees have been reduced. Julie signed that change.

Josh gave credit to Truist for their reduction and commended them for their management of our assets.

Gala Committee Update

D. Sokolowski

D’nese reminded everyone that the Gala is March 19 and 20. Been busy working with Americus on details. Made menu selection. LCTI students are making cookies for dessert. Filming for Sunday’s video is about done except for some musicals. Student performances: hammering out which groups will perform on Saturday and where they will be. Detailing timing of performances and audio-visual needs. Have things for raffle or auction, including a night at the Americus. Can block rooms at the Americus if out of town people; need to have a block of 10 rooms. PLEASE come to Gala and come help!

Volunteer opportunities: Saturday: Set up. Check in, giving out programs and nametags. Escorting student performers to their waiting area. Staffing the silent auction and raffle stations. Helping to bill people and send them home with prizes. Sunday: Welcoming and guiding people at Dieruff. Planning to invite Dieruff and Allen ROTC to greet and escort people to coat room. Working through contacts for student involvement. Good to showcase different ways of student involvement.

The Gala Committee was thanked for their hard work.

Julie: If there are companies (on the list distributed to the Board, prior to the meeting) that you know or have a contact, please let us know. The Board voted by email to hire Susan Williams as a consultant for three weeks of dedicated time to do the emails and phone calls to follow up with past and potential sponsors/advertisers for the Gala. She has begun and can reach out to many companies but personal connections work best.

Americus does not require vaccinations or masking (following their corporate policies).

Executive Director's Report

J. Ambrose

Mission Moment

Attended National History Day at Trexler. Theme is *Debate and Diplomacy*. 1 documentary, 2 websites, and many poster displays. Teachers choose winners, who will go on to Regionals. This year's entries are stronger than last year; shows importance of being in person.

Julie showed pictures of video filming for High Notes. Very professional. Interviewed 7 people at Hays Elementary. Had to shorten list of people interviewed. More filming next Wednesday.

Old Business

Mask Balance

Voted at Executive Committee to move money from General Fund to cover the negative fund balance for mask initiative.

Myers Benner Insurance

Significant increase in insurance costs because of increase in revenue (from CARES conduit). Need to keep in mind how conduits impact our organizational costs.

Additional Gala Information

Mailed 529 solicitations to potential sponsors. Gallagher Insurance has come on at the Tenor level.

Sponsors will be included in social media, with logos.

Invitations to 980 people (523 in 2021), including anyone who has given us \$10 or more in the last 3 years. Will see if that will make a difference.

Enhanced website: asked members to go on and see.

Email Blast went out recently.

More people are signing up electronically.

Development/Fundraising

Income

More people are giving electronically which has an impact on our bookkeeper, so we will need to look at ways to upgrade our system.

We are nearing our goal for the Annual Appeal. The total includes the Crayola grant and some memorial gifts which came in during this time.

Conduit projects: Kilimanjaro Weight Room \$9,482 have been received (\$20000 reported in paper in pledges).

DHS outdoor Classroom Received \$1700

WAHS Alumni Association Website: Needed funds to update website to increase storage space, and domain name registration. Email blast received \$2986. Kay Kurtz has been running the website. She also maintains the Dieruff website. ClassCreators.com does the website. Thanked Bob Sperling for his help.

DHS Basketball \$1500

Received \$20,000 for Century Promise from Air Products. We did not solicit this grant and have reached out to try to get clarity about the purpose of the grant. Superintendent Stanford sits on the Board of Century Promise and will inquire. Tonya mentioned that there is a kick-off meeting on Friday at PPL, related to Century Promise, partnering Allen alumni with Juniors to see if they want to work at PPL.

Other

Josh and Julie met with a donor who will give a classic car to ASDF. Car appraised, RB Collection has agreed to appraise the car and do the auction as an in-kind contribution. Anticipate receiving ~\$25,000.

Julie sent an email to the Board about the first two endowed programs: *Mrs. Finizzi TIG Grant for Literature and Journalism* and *Reading is Rewarding* program at Raub Middle School.

Administrator's Report

V. Newhard

Visual Art & Music Residencies (C)

Shared proposed Spring schedule for visual arts and music programs. Exec Comm approved the plan. Up to 8 visual arts, from murals after school to oil, pastels, and paper arts during school, for 3rd-5th graders at about half the elementary schools, rotating every semester. Regular teaching artists, not ASD employees but certified by PA Council on the Arts. Approximate costs based on past costs, funded through EITC. El Sistema, through Raub Middle School for strings lessons. As long as they can find an instructor, Community Music School will have a drumming circle at the elementary Newcomer Academy. Mural project: Matt Holm is having students create panels for district-wide mural proposed to be placed on the ASD Administration building. Probably take another 2 ½ years. Has done high schools and middle schools. Started when ASD had an arts coordinator (doesn't have anymore).

Dan wondered if panels could be used on a temporary basis for the downtown DaVinci Center site to showcase STEM in ASD. Will follow up to see if it is a possibility.

Literacy Volunteer Program

Monthly orientation sessions at Ramos Elementary. Have trained about 150 over the years. We haven't been able to place any more volunteers since December. People canceled for January orientation. Scheduling for Feb. Had goal of 100 people placed; right now we have 52 in classrooms. Covid has put a cloud over our efforts.

Other items

Dan asked about the TIG grant funds distribution. They were distributed through a prepaid debit card, and were received the week of January 10th. 17 projects in 12 schools.

Meeting Adjournment

D. Bosket

Motion: 1st Ralph 2nd D'nese. Conclusion: Meeting adjourned at 9:26 a.m.

A to C are attachments.

Upcoming Committee Meetings: Planning & Programming – 2/16 @ 3 p.m.; Gala – 2/17 @ 1 p.m.; Executive – 3/3 @ 8 a.m. via Zoom; Investment – 3/14 @ 2 p.m. via Zoom

Next Board Meeting: 4/7 @ 8 a.m. (Zoom or In-Person TBD)