



Pennsylvania Technology Student Association and Foundation, Inc.  
Learning to Live in a Technical World

Incorporated 2004

**Board of Directors Meeting  
Agenda for  
Monday July 12, 2021- Zoom**

Join Zoom Meeting

<https://us02web.zoom.us/j/81319519744?pwd=ZWN0YjEzajYydnNKVDdRSkpHZzhZdz09>

Meeting ID: 813 1951 9744

Passcode: 436985

1. Meeting Called to Order
2. Roll Call- Establish a Quorum- 9:02 am

Board of Directors: Josh Pennington (President), Jason Kofmehl (Past-President), Chris Miller (Past-President, Technology Coor.), Judy Hawthorn (Secretary), Jeff Seamans (Treasurer/ACT 48 Coor.), Shelley Evans (SOT Advisor), Lauren Lapinski (State Conference Director), Mike Flowers (Foundation), Ryan Ferry (Alumni), Raina Haubert (PDE-CTSO), Brandt Hutzler (PDE Advisor), Dale Moll (National Rep)

Region Reps: Molly Miller (Region 2), Bob Dwyer (Region 3), Matt Kline (Region 8), Tim Linkenheimer (Region 1&6), Jocelyn Long (Region 5), Stacy Hallman (Region 9)

Student Officer Present: Madison Martin (President), Julie Wright (Vice President), Ben Moldovsky (Secretary), Rik Bhattacharyya (Treasurer), Michelle Zhang (Reporter), Philip Gao (Historian), James Coppersmith (Parliamentarian), Zane Al-Saleem (Sgt@Arms)

3. Secretary Minutes – approval of minutes from January 2021-07-12  
**Motion to amend (2020 to 2021) – Kofmehl – APPROVE. Motion to approve minutes – Long - APPROVED**
4. Reorganization –
  - a. Executive Committee Nominations (every two years: on odd years only- open nominations)  
**President Elect – Jocelyn Long nominated Motion to close elections (Seamans), APPROVE**  
**Secretary – Judy Hawthorn - APPROVED**  
**Treasurer – Jeff Seamans – APPROVED**  
**Executive Director – asked Jason Kofmehl to fill the role until January 2022. This will be voted on in New Business**  
**Motion to approve re-organization of PaTSA – Hawthorn, Seamans - APPROVED**
    - i. Positions Available – Overview – Member at large positions available
    - ii. Open Nominations – We should be asking others to step up into open or filled positions within the next two years
  - b. Adoption of Fees/Dates
    - i. Affiliation Fees (Changes Needed?) – no changes for the upcoming 2022 year

1. Current CAP
  - a. Chapter - \$160.00 – no change
2. Current Individual
  - a. Member - \$8.00
  - b. Advisor - \$0.00
3. Current Late Fee (to be paid to region (prior to states))
  - a. Chapter - \$75.00
- ii. State Conference Fees (Plan A/B and Registration 2021-2022) – no changes
  - a. Conference Registration - \$60.00 (student/advisor/guest) – Lauren still waiting on Seven Springs for rates
  - b. Hotel and Meals – TBD – waiting for Seven Springs
- iii. Dates
  1. BoD Meeting Dates
    - a. Winter Board Meeting - **Back to in person?** – hybrid meeting versus all ZOOM or in-person. Chris suggested that this is possible...our ZOOM license is available. Concensus – **in-person meeting in January 15, 2022 – possibly Conestoga Valley**
    - b. Summer Board Meeting – July 11, 2022 – location to be determined
  2. Fall Leadership Conference (SOT) – deferred until FLEX report is given
  3. Regional Conference Dates
    - a. Region 1 – Jan 22, 2022
    - b. Region 2 – Feb 5, 2022/ snow date 2/12/22
    - c. Region 3 - February 5th, 2022
    - d. Region 4- TBD
    - e. Region 5 – Feb 5, 2022 – Strayer MS
    - f. Region 6 - Jan 22, 2022
    - g. Region 7 – Feb 5, 2022
    - h. Region 8 – Feb. 5, 2022/ 2/12 – snow date
    - i. Region 9 – Feb 5, 2022 Stoudsburg Jr H

***Discussion about regionals – Many asked if running a virtual region using the same format as states was possible for the upcoming year. Easy judging and submission of entries***

*Ryan – are you ready to roll out the virtual conference for regionals? 'Yes, we can do that.' It is convenient to use the early submission format for each region. As soon as regional registration is closed that could happen. (Ryan) And we should standardize dates to close registration to be able to do this. (Chris) And each region should be mindful of running their region with Ryan.*
  4. State Conference Dates
    - a. April 20-23, 2022
    - b. April 19-22, 2023
    - c. 2024 TBD
  5. National Conference Date
    - a. The 2022 National TSA Conference, "Discover Your Journey," will be held June 26-30 at the Gaylord Texan Resort in Dallas, Texas.
5. Financial Approvals
  - a. Organization Auditor/Accountant - OknonakDeanLechner (Marc Sackett)
  - b. Organization Banking - PNC Bank (Savings and Checking)
  - c. Authorized Account Signatures (Bank Cards) – **MOTION – Secretary, Treasurer and Exec Director (Jason K) are signators on the PNC acct. – Chris - APPROVED**
    - i. Jeff Seamans, Judy Hawthorn, John Bratton –chagne to Jason Kofmehl for John retirement

- ii. To be updated at next physical meeting/exe  
**Treasurer's report – file for audit**

## **Recess @ 9:45-9:55**

### 6. Committee Meetings

- a. Student chair will reach out to the adult chair to schedule a Zoom Meeting for committee discussions. PA-TSA Zoom Account will be used for meetings.

Students will be able to set up time for Zoom calls/meetings.

#### Madison Martin-President

Collaboration of a PaTSA Discord Server to communicate with members/officers. Region chats, communications with members 1-1, etc... Q&A- How will we verify membership? How do you cull the list? Sorted by grade and each region can cull. Officer team can easily send out information, members can ask questions that are answered by other members for officer team, region to region can communicate. Useful for Molly Miller's chapter in region 2, especially during COVID. Jason will create a PaTSA Discord with his email and check it out. Chris has some concerns on data and student information (collection and discard). Privacy policy agreement. Move forward with proposal.

#### Rik Bhattacharyya-Treasurer

Financial information availability on website (end of fiscal year account vs all ledgers), Lauren has concerns about the time it will take to address all kinds of questions on how we spend money. Shelley Evans encourages officers to check out the minutes and website for costs and spending.

ACS fundraising-tracking the fundraising from the chapter side. Place a web page addition to show what each chapter/region donates to the state for ACS. Have a way for chapters and regions to log what they fundraised and what they are donating. This will make it easier to track the donations that are given to Nationals. Maybe the web site needs to simply update. Maybe ACS can publish those updates to reflect the donations?

#### Julie Wright – VP

Website additions and resource proposal – promotional and recruitment toolkit and corporate sponsor toolkit to help chapters reach out to corporate sponsors. Event quiz for students to check out events (updated each year).

#### Michelle Zhang – Reporter

Event quizzes uploaded for students to use. Lauren L is concerned that volunteers could be overtaxed by monitoring questions and answers, etc... Jason K feels it is best used in Social Media. Chris M is concerned that Lauren L would definitely be overtaxed with questions from anyone using the service. What type of questions are not being answered? Lauren L suggested making a 'decision making tree' depicting what line of questioning (to whom) should be followed. There could be a link added to the Discord app. Also, gear this toward advisors so they can help the students.

#### James Coopersmith – Parliamentarian

Create an initiative to have members vote (one time vote) on new Pa only events (Engineering Troubleshooting, Nautical Vehicle Design, Statistical Analysis, Artificial Intelligence, Industrial Fabric Composition). Suggestion that this be investigated more fully and ask members what they would like to see as new events (and levels).

#### Philip Gao – Historian

Pairing new chapters with veteran chapters (peer leaders) to help them understand how TSA runs. Peer leaders will be assigned depending on chapter size. There will be a followup survey after the state conference on how this system worked. This could be a re-hash of information that is on the web site already. *Chris Miller* is worried about information overload on a new advisor. If you are looking to mentor new officers, that could be the role of the SOT.

*Shelley Evans – Comprimise* - once a new chapter affiliates, the SOT and Ms Evans reaches out to the new chapter (since there are not a lot of new chapters affiliating each year)

Zane Al-Saleem – Sgt@Arms

College preparation initiative – give members a thorough guide in implementing TSA in their future endeavors. Alumni could be reached for support as well SOT and BOD members. Our alumni are fantastic but may not have time due to the rigor of college and alumni may not be experts. Perhaps use the Discord app to help students and advisors.

7. Minutes (Motion to Approve)

a. [January 2021](#)

b. **Motion: To amend the date of the minutes to reflect 2021, not 2020. - APPROVE**

8. Treasurer's Report (File for audit)

a. [Detail Report](#)

Received money from PDE, all accounts reconciled, around \$76K as of today's date

b. [Balance Sheet](#)

c. [Camp Insurance](#)

9. Regional Reports – all regional reports are online

a. Region 1- [Report](#) - [Account Data](#)

b. Region 2- [Report](#)

c. Region 3- [Report](#)

d. Region 4- [Report](#)

e. Region 5- Report

f. Region 6- See Region 1

g. Region 7- Report

h. Region 8- [Report](#)

i. Region 9- [Report](#) - [Account Data](#)

j. Regional iServices Fees- Should be paid for at or by States – the fee was gathered by all regions and the check was sent to the Treasurer except for Oley Valley Sr HS. Lauren L will follow-up.

10. Team Reports

a. State Officer Team- [Report](#) and [Proposals](#) Shelley Evans

-All state officers are fully vaccinated and will meet to film for the web page.

-Discussion about introducing the fall leadership retreat again so the students could meet in person at the cabin. Follow the schol policies and what parents say about meeting. Shelley Evans will reach out to parents and follow up with permission slips, etc... for the cabin trip.

b. State Conference Team- Report – Lauren Lapinski

Ran the conference virtually and hopefully running an on site conference using some of the virtual aspects that were implemented this past year. Judges loved the online judging system and hopefully can be implemented in the 2022 conference.

[Chris extended a big "THANK YOU" to Lauren and Ryan Ferry for the leadership and implementation of technology for the 2021 state conference. The judging tools were wonderful!](#)

Lauren asked Ryan to figure a cost to do this type of conference as a payment versus a stipend. It will become part of the conference budget.

c. Technology Team- Report - Chris Miller

Supported everything Lauren and Ryna needed to run the conference. If the alumni wants to take over registration within the next three years, Chris will welcome the change. The same with iServices.

d. Fall Leadership Conference (FLEX) report – Jason Kofmehl - options for students to attend the Leadership conference. Jason K is in charge of this and prefers Option C (use a room at

states). Chris m feels Option C may be tough on attendance and prefers Option A. Shelley E. prefers Option C. Pre-registration and on site registraiton could be available. Concesus – “C” option.

- e. Lauren suggested a stipend be added to FLEX Conf director and Social Media director.

## 11. Committee Reports

- a. Communication- [Report](#) Social Media –created a spreadsheet of activity in social media
- b. Publication- [Report](#) – Pennepacker is resigning and we need to find someone to do this job (graphics and design). If Pennepacker can do the ‘key card’ design, that would be appreciated. Pennington will pick up Rick’s work.
- c. STEM- To define a leadership position connection with TEEAP. Discussion. What do we want from this? No report
- d. Scholarship- [Report](#) Molly Miller – no applicants for Future Teacher Award. 2 applicants for Outstanding Tech Student awarded. Suggestion to remove gender from the applications. So done.
- e. Bylaws- [Report](#) – the new bylaw amendments are not making association changes but are necessary to reflect current and past practices, rather than being posted for review and a full membership vote, they were approved and implemented by the Board of Directors.
- a. Finance- [Report](#)
- b. Redistricting- [Map](#), Regional Conference Data: [2015](#), [2016](#), [2017](#), ,2018, [2019](#) ,[2020](#)
  - i. A charter school that is located in Philadelphia SD aka Region 4 is asking for clarification on which Region they would participate in. The chapter would be a Middle School Chapter. Region 4 does not have any participating Middle Schools. R4 & 5 may compete as two separate competition
- c. Act 48- Advise to have employer district provide advisors Act 48 credit for TSA Activities- stopped. You are going to have to re-apply and most members are getting ACT 48 through their district so TEEAp and TSA are no longer pursuing ACT48 approval.

## 2. Advisory Reports

- a. Foundation- [Report](#) - [Scholarship](#) - [General Funds Report](#) - [Region 2 Funds](#) - [High Grant](#) Mike Flowers reported that the Foundation has \$73, 796 and did cover Scholarships this year. Jeff Seamans transferred \$3 per student to cover Scholarships.
    - The HIGH grant money should be used for conference equipment costs. Lauren L will take that into consideration for purchasing equipment used in events
    - Region 2 has asked John Bratton to stay involved remotely with region 2.
  - b. Alumni- [Report](#) –they will keep doing what they do best! Thank you Ryan Ferry and gang!
  - c. PDE (Curriculum Specialist)- Brandt Hutzel – attended TSA corporate member meeting. -- National TSA financials are financially better now than before COVID. They applied for CARES Act funding and had confernece insurance which paid out.
    - Looking for 5 HS educators to teach ExCITE curriuclum (integrates computer science into the TE curriculum). EbD is free this year and being paid by PDE.
3. National TSA Report – Dale Moll - events are almost done for MS, MS Dragster may go to any material you choose, changes in personnel at TSA but overall, everything is going smoothly. High School guide starts to re-vamp in September.
4. State Advisor – filled in at Nationals. All events went well. We are looking for someone to take over this spot (some got CARES act funding, talking to Nationals about dates, etc..) and Brandt Hutzel should be this person as opposed to a volunteer. Chris M feels it is the state leadership (government) that holds us back (positions @ PDE). When the CTSO’s retire at PDE, they will not be replaced but cannot be a facilitator for TSA. Raina said she is not the good point of contact due to the way PDE has described her position now. Perkins 5 changed and there will be a lot more high schools that will want the Perkins Funding. There should be a lot more HS teacher wanting to join TSA due to the funding requirements. Lauren L-new chapters should be in touch with Brandt.

5. Corporate Member Reports- no report
6. Executive Director Report- [Resignation of Doc Bratton](#)  
**Motion to accept all reports – Seamans, M Miller - APPROVE**
7. Executive Committee Concerns
8. Old Business
  - a. Clearances- Judy H – Make sure all clearances are up to date for retirees and volunteers. Send electronic versions of PA State Police clearances to Judy Hawthorn
  - b. ITEEA said goodbye to Steve Barbato as the Executive Director
9. New Business
  - a. Budget- [Worksheet](#) (C. Miller) \$56K profit due to ZOOM rooms and technology run conference. No income from Fall Leadership and PDE give was lower this year at \$5500. Registration could be lower this year. No major expenses (pins and badge holders) and Windswept is holding a deposit from 2020.  
**Motion: Approve the budget as to presented for \$119634.58 to \$119537.40 for the 2022 year. Chris Miller, Jeff Seamans - APPROVE**
  - b. Late Affiliation/iServices Fee- Coordinators should be generating late affiliated chapters and submit before the State Conference.
  - c. State Advisor-Appendix B, Article 4 of our By-Laws need to be changed so we can be aligned with PDE so that Brandt can do the job we are asking him to do. The By-Law committee should look into the by-laws to see how Raina and Brandt positions at PDE fit into TSA. Once everyone votes, Brandt will be listed as the State Advisor and Corporate Member  
**Motion: to appoint a new state advisor (Brandt Hutzel). Jason Kofmehl, Molly Miller – tabled until discussion in the By Laws committee meeting take place. – TABLED**
  - d. Executive Director –  
**Motion: approve Jason Kofmehl as Temporary Executive Director until a new permanent director can be found. – Judy /Jeff S - APPROVE**
  - e. Stipend for FLEX and Social Media Director –  
 This should be decided after the By-Laws Committee meets. Create a job description for Social Media Coordinator. A stipend should be approved for \$1000. We should also look at Jeff Seamans and Shelley Evans stipend and raising those also due to the fact that they haven't been raised in years. **Motion to approve Social Media stipend of \$1000 and increase \$250 for Treasurer, and \$500 for State Officer Advisor. To achieve this, take \$500 from donation from Service Project. – Lauren L/Chris Miller – APPROVE**
  - f. PA Only Events – do we want to bring back the events as we had them before? **YES**. Lauren L will format and send for proofing. After that, she will send out for promotion to advisors.
10. Action Items
  - a. COVID Planning- August 3rd via Zoom – no action
11. Adjournment (List next meeting date and location)
  - a. Fall/TEEAP BoD Meeting- TBD
  - b. Winter Board Meeting – Jan 14, 2022. Either Conestoga Valley or Cumberland Valley as the venue. Conestoga Valley is \$80 per room (\$160) with an extra cost for lunch catering (\$8-12 per person).
12. Adjournment – **Motion to adjourn – Molly Miller/Kofmehl -1:48 pm - APPROVE**