

Penn Manor Education Foundation Minutes
April 2, 2020

President Tracy Seiger called the meeting of the Penn Manor Education Foundation Board to order at 7:30 a.m. through a remote Zoom connection. In attendance were the following: Matt Blank, Jody Blouch, Kathy Fish, Joe Herman, Paula Howard, Robin Jeffers, Pat Kline, Mike Leichliter, Jan Mindish, Don Mowery, Nicki Nafziger, Brad Seiger, Tracy Seiger, Dianne Smith, and Barb St. John. Tracy expressed her appreciation to everyone involved with helping the Penn Manor Community in any way! She is extremely proud!

Minutes: The minutes of last month's meeting were approved by the passage of a Nafziger/Blank motion 13-0. Last month's minutes will now be sent to those on our list who are not on the Board.

Finance Committee/Finance Report: Don presented the printed report and reviewed the balance sheet, Profit and Loss Previous Year Comparison, and the expenditures. He reported that our investments are down another \$190,000. He expressed that we will have to ride this out for now like everyone else. Banking deposits for the month are \$23,000. \$15,300 of that amount is the money for the Houseknecht Scholarship. We also received \$250 in PayPal donations. This is the result of a recent social media post/request. The money will go to Strong and Healthy Families to help with meal distribution. A Kline/Blank motion to approve the March expenditures and the April Finance Report carried 13-0.

Executive Director's Report: Jan provided us with a proposed calendar for next year's meetings. She asked us to review it so that we can vote on it next month.

--Scholarship Status Report: 179 students submitted over 1500 applications for all scholarships. The Scholarship Committee will work over the next two weeks (in three groups) to read and select the winners. The people other than PMEF Scholarship Committee members who make scholarship selections have been contacted. The Scholarship Committee will have a Zoom meeting with Taylor from Kaleidoscope on March 27.

--Senior Awards Ceremony: A letter has been sent to scholarship sponsors updating them on the possible scenarios for the ceremony. Once the decision has been made about the ceremony, Jan will contact sponsors and coordinate presenters.

--Douglas Maine Endowment Update: The music trip to NYC to see Wicked on March 25 for 77 of our students has been cancelled. We are waiting to hear about the possibility of this being rescheduled.

--STEM grants for Project Based Learning: This is available for K-12. Applications are due June 30. The average award is \$5,000. The elementary principals are working with staff to determine a plan and complete the application process.

--The Community Foundation is offering a \$25,000 BB&T Economic Growth Fund Grant for programming that promotes good jobs in the areas of STEM, STEAM, or financial literacy. Dr. Gale will work with Tech., Computer Science, and Agriculture staff to develop a K-12 plan. Jan will continue to work with Dr. Gale on this. A one-page plan is due April 30.

--Jan received and shared a "thank you" note from a student who received assistance covering the fee for his AP exam.

--Jan also made everyone aware of the recent deaths of two Penn Manor retirees: Dr. Elmer Berkebile, who was Penn Manor's first superintendent and James Todd, who taught Driver's Ed, History, and coached baseball and basketball.

Marketing Committee: Tracy reported that the combined meeting of Development and Marketing Committees met and recommended that we cancel the Annual Retirement Breakfast. It was scheduled for May 6. A letter will be sent to the retirees explaining the cancellation. Tracy also shared the idea to highlight our retirees on social media. Dr. Mike is going to help us with information about retirees who have remained active in the District. We will then work with them to post their involvement online.

--The Social Media Committee has been busy posting during the shutdown of schools. They reposted Brian Wallace's meal delivery post. This resulted in 424 likes, 97 comments, 358 shares, and reached nearly 44,000. We added 181 new page likes in the last 28 days. The total page likes are now 1,687. Because we reposted the meal delivery post, we received 5 PayPal donations to support families in need through our Strong and Healthy Families initiative for a total of \$300.

--Brad asked us to give him a list of people follow on Instagram in order to expand our reach through that avenue.

The next meeting of the combined Marketing and Development Committees will take place online in April 23 at 8:00 a.m.

Development Committee: Pat was happy to report a new Legacy commitment from the Tom Gemmill Family.

--Pat reported that the Nominating Committee is working to final a potential third new member to join the Board in July. He also expressed that it is probably more important to start July one member short than to rush just to get someone chosen by July 1.

--EITC update: Our total is now \$19,800 with a recent receipt of \$5,000 from Peoples Bank.

--Vendor Fair, May 9: STATUS – now canceled.

--Charity Golf Scramble UPDATE: Tuesday, June 16, 2020 at Meadia Heights. Whether or not we can have this on the scheduled date is yet to be determined. A decision can wait until closer to the date. It can be rescheduled for a later date, if necessary. We are not actively seeking sponsors or donations at this time, but many are already in place.

--Annual Letter Campaign DATE SAVER: Thursday, June 18, 2020. Our letter will be revised to relate appropriately to the current economic situation.

--Fundraising Dinner UPDATE: Sunday, September 20, 2020 at Drumore Estate (Nicki) – Nicki reported that she and Jerissa have clearly defined responsibilities and plans are well underway. There are no plans at this time to change the date. That will be discussed later, if it becomes necessary.

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Superintendent's Comments: Dr. Mike updated us on online learning initiatives. The first two weeks were designated to provide enrichment and review. Beginning the third week, planned instruction will be provided.

--Construction has been permitted to continue under strict Covid 19 regulations. Dr. Mike remarked that it is a slower process, but at least the work continues.

The meeting adjourned at 8:30 a.m. after the unanimous passage of a Smith/Howard motion.

The next Board meeting will be on Thursday, May 7, 2020 at 7:30 a.m. in the Manor Board Room.

Respectfully submitted,

Barbara J. St. John
Recording Secretary