

Penn Manor Education Foundation Minutes
Thursday, August 4, 2022

Becky called the meeting of the Penn Manor Education Foundation Board to order at 7:30 a.m. in the library at Penn Manor High School. In attendance were the following: Carole Chismar, Liz Crum, Dr. Gale, Pat Kline, Jan Mindish, Don Mowery, Brad Seiger, Dianne Smith, Becky Spezialetti, Scott Stephan, Barb St. John, Brian Wallace, and Jerissa Warfel.

Becky started the meeting by reminding members to please sign up for at least two committees. She is also still looking for chairpersons to cover the Legacy and Alumni committees.

Minutes: The minutes of last month's meeting were approved by the passage of a Chismar/Crum motion

9-0. 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. Our total equity is at about \$2.945 million. We are up about \$142,000 in investments for the month. Our monthly income is up about \$16,000 for the month. A Warfel/Stephan motion to approve the July expenditures and the August Finance Report carried

9-0.

Executive Director's Report:

-Scholarship update: Jan shared that they are currently updating funding and establishment of scholarships. The goal is to break down the process into tasks so that committee members share responsibility. Also to reduce the number of scholarships on Kaleidoscope and increase scholarships selected by appropriate staff. These updates will be shared with Kaleidoscope after the Scholarship Committee reviews and approves the changes.

-The Advertiser is doing a feature story on the Gus Birchler scholarship and funding of Ag grants, based on our Facebook post.

-In addition to the three new scholarships shared in July, four more are being developed for 2022-23. More details to come soon.

-ExtraGive registration will be completed in August. We need to develop a plan to involve alumni, review funding levels, photos and videos.

-Opening Day, August 22: update on focus of PMEF, remind teachers about Venture Grant process and payroll deduction. Thanks so Brian who will create the online forms for this.

Marketing Committee:

-Social media posts: Dinner ticket sales and sponsors, live and silent auction items/donors. Will start posting sponsors now and auction items in September.

-Newsletter is soon ready to go to press. The draft looks great, thanks to Brian. Thanks also to Pat and Kathy for their efforts revising donor lists. PMAA lifetime members will be added to the newsletter mailing list.

-Football program ad and check sent. Request from soccer program for ad – due August 19.

-Payroll deduction gift sample (a nylon foldaway tote) for staff giving campaign was shared by Barb. The order will be placed today. Copper Hill will donate \$10 gift cards. There will be a drawing for a larger gift card (\$100) for next level donations (sponsor and restaurant to be determined).

The next meeting of the Marketing Committee will take place on Thursday, August 11 at 7:30 a.m. at Copper Hill.

Development Committee: Pat

-Annual Letter Campaign Update: We have received over \$11,000 at this point!

-EITC Update: The state has increased the funding for the program. We haven't received anything yet this year.

-Retiree Lunch and Golf Debrief Summary: The Retiree Lunch will likely be held at the High School next year in order to encourage retirees to visit the new building. Golf tentative date: Tuesday, June 13, 2023.

-Annual Dinner at Drumore Save-the-Date: September 25, 2022. Sponsors are being secured. An online posting with a link to ticket sales will be made available soon. The Dinner Committee will meet after development each month until the event. Everything is coming along well.

The next meeting of the Development Committee will take place on Thursday, August 18 at about 7:30 a.m. at Copper Hill.

Superintendent's Comments: Dr. Gale

-Dr. Gale thanked PMEF for all that they continue to do to support the District. He shared that there were a total of 22 retirements. There are 40 new professional staff. This means that about 20% of the total teaching staff are in new positions – some of which are transfers within the District. Opening Day will be on August 22 at 8:00 a.m. Elizabeth Raff, PA Teacher of the Year, will speak. Our Outstanding Educators and Employee will also speak. August 29 is the first day of school.

Construction Update: Athletic facilities are completed. Crews are working to finish cafeteria, kitchen, and site work. Plans are in the works for a weekend celebration in early spring to share the new high school building. The District Office staff are now located in the lower level of the high school.

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

The next Board meeting will be on Thursday, September 1, 2022 at 7:30 a.m. in the High School Large Meeting Room.

Respectfully submitted,

Barbara J. St. John
Recording Secretary