

Penn Manor Education Foundation Minutes
Thursday, May 4, 2023

Becky called the meeting of the Penn Manor Education Foundation Board to order at 7:46 a.m. in the large group meeting room at Penn Manor High School. In attendance were the following: Matt Blank, Carole Chismar, Dr. Egan, Kathy Fish, Joe Herman, Katie Hess, Pat Kline, Jan Mindish, Nicki Nafziger, Dianne Smith, Becky Spezialetti, Scott Stephan, Barb St. John, Brian Wallace, and Jerissa Warfel. Becky welcomed us and thanked Dr. Egan for attending in Dr. Gale's place. She also shared her appreciation for all those who participated in helping at Dedication Weekend.

Becky introduced guests: Kayla Torres, our bilingual social worker, and Melissa Ostrowski, high school counselor. They provided us with an update of statistics concerning post-graduation placements for our students as well as an update on Mental Health/Poverty concerns and programs in the District. There are currently 205 CTC students and the programs are growing rapidly. Almost all programs have a wait list. Twenty percent of our graduates are going into 2 year programs. Two year programs have almost 100% placement rate. Many of the jobs in which they are placed will help to provide provisions for them to work toward a higher degree.

Almost 50% of our students are eligible for free and reduced lunches. This has increased 20% in the last 5 years. A recent change in Medicaid has caused further need for assistance. This also has an impact on mental health concerns. Mental health screenings used to show a need for about 18%. That is now more like 28%. Team Care has served about 80 students across the District this year. There are currently 21 families (150 students) experiencing homelessness. Marsha Anderson is employed as a homeless liaison for the District. The total District enrollment is 5,500.

Becky asked for a vote to approve the schedule of meeting dates for next year. After a Warfel/St. John motion, the vote was unanimous. We also discussed and agreed to change our June meeting date from June 1 to June 8. Executive Committee and Finance Committee will both meet following the meeting.

Minutes: The minutes of last month's meeting were approved by the passage of a Blank/Nafziger motion 11-0. They will now be sent to those on our list who are not on the Board.

Finance Committee/Finance Report: Pat (covering for Don)

Pat presented the printed report and reviewed the balance sheet, Profit and Loss Previous Year Comparison, and the expenditures. He shared that we are currently just slightly over \$3.1 million in assets. We received \$7,500 EITC from People's Bank bringing us to a total of \$16,250 year to date. Our investment income for the month was \$7,000. Expenses for the month included a deposit for our 2024 Annual Dinner venue, some supplies for the Golf Scramble, and our regular monthly salaries. Our net income for the month is \$25,000 and \$330,000 for the year. Pending PMAA Endowments will provide for the Wall of Honor and the Annual Alumni Project. Pat expressed his (Don's) thanks to the Alumni Association members

who worked together to establish this. A Fish/Stephan motion to approve the April expenditures and the May Finance Report carried 11-0.

Executive Director's Report: Jan

- Scholarship update: Scholarship Committee has submitted to PMHS our scholarship recipients for programs and notification letters.
- Bookkeeper received a list of scholarships, recipients, and dollar amount. The checks have been cut and proofread by Dianne and Kathy.
- Scholarship sponsors are responding as to whether they will attend and/or present. We will create a spreadsheet including presenters for HS to use in the program. Dianne is creating recipient letters to go with their checks. Jan will create remarks for scholarship presenters. A stipend will be paid to two student photographers who will cover the event for us.
- Scholarship Committee will meet in summer to review process and recommend changes.
- We received a check for \$33,903 from the estate of Barbara Herr.
- A thank you letter for the May 3 NYC Theater trip will be sent to Doug Maine. Over 50 students enjoyed and day trip to see Hadestown.

Marketing Committee: Nicki

- Social media posts: new scholarship sponsors, Retiree Breakfast, and Venture Grants.
- Retiree Breakfast – May 10, 2023 in High School Large Group Instruction room. Thanks to Dianne who printed name tags, Brian for revising the program, Nicki for printing it, Katie for centerpieces, Jerissa for door prizes, and Pat for Quiz prize. Set up at 7:45. Expecting 70 retirees plus PMAA members, School Board, and Administration (90 total).
- Venture Grant and Strong and Healthy committees will meet in summer to create and share finalized specific criteria for Venture Grants vs Strong and Healthy.

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

Development Committee: Pat/Brad

- The following slate of officers is being recommended. Approval vote will be in June.
 - President: Becky Spezialetti
 - Vice President: Brad Seiger
 - Treasurer: Don Mowery
 - Secretary: Barb St. John
- Nominating Committee: There are 3 slots to fill. Nominees are Mary Rafter, Reilly Noetzel, and Steph Keck.
- EITC update: Received \$7,500 from Peoples Bank, total of \$16,250 from 5 EITC partners.
- Golf Update: Tuesday, June 13, 2023. We are filled and have 2 foursomes on the waiting list.
- Annual Letter Campaign: Thursday, June 22 at 8:00 am. Location TBD. Letter will be printed on updated letterhead. Confirm envelopes and labels in stock. Revised remittance envelopes.
- PMAA endowment has been received for the Wall of Honor.
- Dinner Update: September 24, 2023. Save-the-date post in May. Securing sponsors.
- October MU Parade – Travel the World theme. Date is October 14. Jerissa will be meeting with foreign language teachers about this.

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

Superintendent's Comments: Dr. Egan (for Dr. Gale)

Dr. Egan shared that the end of the school year is Friday, June 2. Professional Development for next year will have an emphasis on brain development. Administration is in the midst of the hiring process for next year. Doug Eby has been named the new High School principal. The Director of Pupil Personnel will start in June.

The meeting adjourned at 9:06 a.m. after the unanimous passage of a Smith/Chismar motion.

The next Board meeting will be on Thursday, June 8, 2023 at 7:45 a.m. in the High School Large Instruction Room.

Finance and Executive Committees will meet following the June Board meeting.

Respectfully submitted,

Barbara J. St. John
Recording Secretary