



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

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**Board of Directors Meeting
Agenda for
January 13, 2018 - Harrisburg, PA**

Meeting Called to Order - 9:13 am

Roll Call - Establish a Quorum

Board Of Directors: Chris Miller (President), Technology Coor.), Jason Kofmehl (President-Elect), Judy Hawthorn (Secretary), Jeff Seamans (Treasurer/ACT 48 Coor.), John Bratton (Executive Director), Lauren Lapinski (State Conference Director), Shelly Evans (SOT), Laura Hummel (PDE), Chris Miller (Alumni), Jana Bonds (Member at Large)

Region Reps: Lyndsey Wagner (Region 2), Jason Kofmehl (Region 3), Jeff Seamans (Region 8), Lauren Lapinski (Region 5), Shawna Vanleer, Region 6- vacant,

Students Officers Present: Francis Chalissery - Student President, Ben Abt- Vice President, Charisma Hasan - Sgt.@ Arms, Julian Ginsburg – Parliamentarian, Lyndsay Nedrow –Reporter, Meysoon Quraishi – Historian, Maddie Okkerse-Secretary, Abigail Reigher - Treasurer

Adjourn for Committee Meetings - break out sessions for committee meetings (9:17am)

Motion - Move to approve minutes for October 2017 meeting: L.Hummell, 2nd-J.Kofmehl - Approved

Treasurer's Report – *filed for audit*

- Balance Sheet

Regional Reports

- Region 1/6 - [Report](#) Dr. Hummell - Blackhawk HS – Jan 20, 2018, one Region 1 new chapter and two returning chapters, ACS fundraiser was good
- Region 2 - [Report](#) – Lyndsey Wagner (teacher rep)– Gerald Hueskin MS-Feb 10th,
- Region 3 – Report on file – Jason Kofmehl – Gettysburg HS – Feb 3rd, 2 Skype and 1 on site meetings and Jana Bonds created a tutorial for how to access iServices, 3 new chapters. Compliments to Jason for pre-conference meetings
- Region 4 - [Report](#) –Shawna Vanleer, SD of Philadelphia, Conference at 440 North Broad Street, Phila. on Feb 9th, coordinated with CTTE will provide food. 150-200 students involved. Digital videos will be run on WHYH public television, a robotics group will be doing demonstrations, advisor sharing, etc...
- Region 5 - [Report](#) – Lauren Lapinski for Chris Weaver – planning is going well, 2 new chapters and several lost chapters
- Region 6
- Region 7 - [Report](#) – lost Warrior Run HS and Midd-West HS. One new chapter but has concerns about Muncy Senior and Junior schools



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- Region 8 – Jeff Seamans for Brandt Hutzler - Feb 3rd at Northern Cambria MS with Ed Link (and next year also), no snow date
- Region 9 - [Report](#) – Stacy Hallman – Feb 3rd at Stroudsburg HS

Motion: Move to accept regional reports – Lauren Lapinski, 2nd: Jana Bonds - Approve

Team Reports

- State Officer Team
 - State Officer Advisor - [Report](#) - Shelley Evans – good leadership weekend retreat with SOT @ Mr. McConahy’s cabin. Students did a video blog about the weekend. Started students conference committee work and published a PA-Post
 - State Officer Team - [Report](#) – viewed video blog of weekend at the cabin. “What’s an Elk?”
 - Bylaw Amendment - [Details](#)

Students reported on their various activities

Francis-Polls every week – a variety of topics students can vote on will be online, Students will visit each regional conference, SOT conference intro idea-students can mobile vote (quiz) about the history of TSA (during opening ceremonies about 5-7 minutes long). The answers will complete a puzzle on screen about the history of TSA.

Ben- Drop down menu on the website where membership can ask questions about events, conf., etc... each officer will have specific categories to answer questions.

Alumni page developing, New advisor handout

Charisma-corporate outreach comm. – get judges, resources, sample letters and judging advertisements. Incentives for delegate seating – door prize tickets

Abby- trivia night, a miracle minute fundraiser –canning in the hall for change, other chapter fundraising ideas, recognizing chapter growth

Maddie-second edition of PA-Post published (how to be successful in your events),

Lyndsay- collaborating with Pa-Post to have students send stuff for publication. Using social media to help this along

Julian and Charisma-special interest sessions that are web based puzzles or games.

Students will get tickets for prizes. Meet and greet session – each committee will have a booth that students can visit to inquire about what each committee does. Perhaps an inter-regional problem solving competition – paired up with other regions where you have to collaborate to solve a problem. STEM skills sessions – people teaching coding, video editing, etc... topics are not completed yet but each session will be student taught. Julian – amendment – allow chapters to vote early if they have to leave the conference

Section 11 - Handling Absentee Ballots for the election of officers

*For chapters that cannot be present at the election of the state officers, the chapter advisor must notify the current state officer advisor via email 2 weeks to the commencement of the business meeting. **See amendment sub headings***



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Concerns: J.Brattton – how will we deal with (only with chapters leaving on Friday) chapters since we are already having a difficult time with chapters attending? This may open the door for chapters to create an excuse for not coming to the delegates meeting.
Chris Miller: Currently, it is in the by-laws that they can only vote if they are in the meeting.

Lauren Lapinski – SOT Advisor will judge the validity of each request.

John: registered voting delegates – there is no way to know who is a delegate

Chris: we provide transportation to and from each meeting so that should not be used an excuse.

Lauren: for now, I don't think it is in the best interest of the organization to open up an absentee ballot. Instead of an amendment, redesign the information to make it part of the handbook for those who cannot attend.

John: establish the reasons for a chapter to use this (commuters, due to district policy, etc...). This will become a by-law rule

Judy: I would suggest we reinforce the importance of advisors having their chapters participate in the business meetings.

Jeff: I also feel its important for advisors to do 'walk around's' at the conference.

- State Conference Team – Lauren Lapinski
-Nurse at conference

Jeff Seamans: Can we look at hiring a nurse for the conference? Lauren Lapinski: too expensive.

As this becomes more of an issue we may have to look into this deeper.

Lauren Lapinski – Conference report:

Trophies have been ordered and the schedule is looking good. Registration will open at 4 versus 6 pm

-Test sessions will start earlier on Wed. with Thursday options but eliminating the 7:15 AM Thursday session

-Electronic testing – set a window of time versus a specific time except for Tech Bowl teams where each team has to be present to take the test

-moving some of the video events to Wed. night so that judges will be more available

Judges – perhaps a PA State Police Clearance would allow us to be proactive. Each judge will provide a reference number to prove clearance

Interviews – Fashion Show...we will continue with both although nationals has eliminated the fashion show

-Looking for some coordinators – Mechanical Engineering (MS) and Structural Engineering (both HS&MS), Career and Challenging Tech and Children's Stories and others

Recess for lunch until 1PM

- Technology Team – Chris Miller



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-iServices has created billing summaries, etc... on the Dashboard for your chapter registration. There will be a link for student schedules so that you can print or export all student's schedules.

-Technology has been going well other than the iServices glitch

Motion: Move to accept team reports. J.Seamans, 2nd-S.Evans - Approve

Committee Reports

- Communications –
 - uploaded retreat video, social media going well.
 - the communications committee will be inviting chapter advisors to submit any photographs from TSA activities or conferences from the past 40 years, an article chronicling the past 40 years of PA-TSA and the changes will be published in the Pa Post in March.
 - things to come – regional photos, 40 year anniversary article and pictures
 - suggest an increase in frequency of posting
 - Remind 101 will still be the app used at states
- Publications – R.Penepacker has completed materials and is in the process of doing worksheets
- STEM -
- Scholarship – Craig did receive one scholarship application so far. Encourage your students to apply.
- Bylaws – will re-format the proposed by law change and place it in the Standing Rules section
- Finance –
- Redistricting (in active)

Motion: Move to accept the committee reports: JSeamans, 2nd Shawna Vanleer - APPROVE

Advisory Reports

- Foundation - [Finance Report](#)
- Alumni – did not submit a report
- PDE (Curriculum Specialist) - [Report](#) – lots of questions from students and parents – direct them to the website, templates, calendar of events/dates, contact info are available on the website. CTTE/CTSO month is February, Nationals is June 22-26 in Atlanta. Shawna's Philadelphia group set up tables at a local mall and invited officials to see what STEM education and TSA is all about. Judy Hawthorn offered to help with CTSO week in 2019 if the state allows it to continue.
- National TSA (Acting State Advisor) - [Report](#)
 - PA-Down 2 chapters but still good. Waiting on the final proofs for the high school guide and the middle school guide is up for review. New York is not holding a state conference this year. Can other states have those attendees? It appears to be a minimal amount for chapters and students so 'in the best interest of kids' we will accommodate.



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Motion: Move to accept the advisor reports – J.Seamans, 2nd J.Hawthorn - APPROVE

Corporate Member Reports – traveled to Kalahari Resort to see if FBLA and TSA could develop a joint Leadership Conference. All activities are currently developed for FBLA and many activities could be fashioned for both. There are 1100 kids at the FBLA Leadership Conference. The cost is about \$100 for each student. They have about 10-12 sessions and after the sessions, students go to a coordinated volleyball tournament. We may be able to do this same type of Leadership Conference in the summer. John will pursue several contacts for more information.

Chris: 'Would you bring students?' – Lauren – 'Are kids looking for this type of activity at this time? Our students are busy...fall could be a tough time (but November may be good) and summer may present other issues. Sunday through Monday may be a good time frame. But, if offered, I would see what I could do to take kids to a good Leadership Conference.' John B: 'FBLA also runs Advisor sessions at their Leadership Conference.'

Committee: Jana Bonds, Molly Miller, Jason Kofmehl and John Bratton will form a committee to look into the possibilities (hotels, etc...)

-Is there any interest in having John Bratton reserving rooms at the National Conference Hotel? If interested, he will reserve rooms.

National Report

Executive Director Report

Executive Committee Concerns – We received multiple emails about LEAP, the delay in the handbook and the sample templates and, judging protocols. There are problems with having every student do a LEAP resume for every event. We can voice our displeasure but no one at National Headquarters will respond.

Old Business

John Bratton - in regards to fundraising...keep the documents, papers available to people on the website to reduce the financial review costs by the Auditor. Have Jeff Seamans cost out the financial review.

New Business

- Appointed Positions (every year, open nominations, take office July 1)
 - State Conference Director - Current Nomination(s) - Lauren Lapinski, others?
 - State Officer Director - Current Nomination(s) - Shelley Evans, others?
 - Technology Director - Current Nomination(s) - Christopher Miller, others?

All nominated will accept positions.

Motion: Move to close nominations of appointed positions. Jana Bonds, 2nd: Lyndsay Wager – APPROVE

- Modify the STANDING RULES to eliminate the October/November (TEEAP) meeting. According to the Articles of Incorporation, we need to have a minimum of two meetings



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but our Standing Rules say we should have 3 meetings. This will be on the agenda at the July meeting.

Adjournment: 2:13 Pm

Motion to adjourn: JHawthorn, 2nd: JSeamans

Next Meeting: July 16, 2018, Red Lion Hotel, Harrisburg, PA)