



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

Incorporated 2004

**Board of Directors Meeting  
Agenda for  
January 15, 2022- (CV School District / Zoom)**

[Zoom Link](#)

1. Meeting Called to Order –  
8:50 – Special session – Create an Emeritas position for John Bratton  
Resolution – see attached – **Position of Emeritas - John Bratton  
Motion – APPROVED Wholeheartedly!**

Recess to call regular meeting to order

2. Roll Call - Establish a Quorum - 9:08am

**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), Jocelyn Long (President Elect), Marie Leatherman (Member at Large), Ryan Ferry (Alumni), Brandt Hutzler (PDE Advisor), Dale Moll (National Rep),

**Region Reps:** Lyndsay Wagner (Region 2), Bob Dwyer (Region 3), Matt Kline (Region 8), Tim Linkenheimer (Region 1&6), Clint Rickert (Region 5)

**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. Meeting Announcements
  - a. Report Presentations- All reports will be noted, but only concerns will be addressed.
  - b. State Office Team will join at 10 am
4. Adjourn for Committee Meetings (if needed)
5. Minutes (Motion to Approve) Fall 2021
  - a. [Fall 2021 Board Minutes](#) - APPROVED
6. Treasurer's Report (File for audit) – All accounts are accurate to end of December 2021
  - a. [Balance Sheet](#) - Reports
  - b. [Details](#) - Report
  - c. [Accounts](#)
  - d. TSA Check Req- [Editable Digital](#)
7. Regional Reports

- a. Region 1 - [Report](#) - Jan 22, 2022 Conference
  - b. Region 2 - [Report](#) - Feb 5-10 Conference completely virtual
  - c. Region 3 - [Report](#) - Feb 5 - in person with some events submitted virtually
  - d. Region 4 - Report- No report submitted.
  - e. Region 5 - [Report](#) - Jan 29 Hybrid Conference...once COVID is over, they expect the region to boom
  - f. Region 6 - See Region 1
  - g. Region 7 - [Report](#) - Feb 5 - in person with some pre-judged events
  - h. Region 8 - [Report](#) - Jan 29 @ Richland in person, trouble finding judges
  - i. Region 9 - [Report](#) - Feb 5 - hybrid conference (interviews in person), virtual events are early submission, taked to Jefferson and will talk to Lehigh about supporting region /state  
**Reminder: All regions should be collecting the \$1.00 iServices fee to support the cost of Filemaker and any other system that should be put into place in the future**
  - j. Regional iServices Fees- Should be paid for at or by States
8. Team Reports
- a. State Officer Team- [Report](#) and [Bylaw](#) - [ACS](#) - [Event Adjustment](#) - [Live Streaming](#) - (Shelley Evans) met in October at the cabin, the officers are meeting with other states (virtually) to see how other states do things, attending to initiatives, attending regional conferences, need suggestions and support for elections at states (virutal, in person, etc...)...Chris suggested all candidates submit their video's, regardless of attendance status...national officers have been supportive.
  - b. SOT Report -
    - ACS proposal - sell t-shirts to establish a fund to buy more shirts to make money for donation to ACS. Looking for roughly \$500-1000 from SC budget to be paid back after sale.
    - Livestream video feed at state conference. Pre-posted schedule and on site viewing. Lot of down time in between events, first year try a 24 hour delay viewing versus live stream. Staffing a live stream will need staff. Could be a good video archive. Decide what events would lend itself well to this.
    - Event adjustment station - students could fix up the event at a station and a fee to cover materials would be charged
    - Students asked if we are requiring a vaccine? Lauren referred to forms that have been updated as well as testing protocol for students who are symptmatice or sick - much like a nurse's office but a medcial person will not be manning this area.
    - Article 4, Section 5-Elections - proposed change - change the vote to a a "majority" from the total number of votes cast. This could alleviate arguing and also pushing votes from larger states to get their candidate in, excluding smaller states candidates. State Advisor has to submit.
    - Discord App proposal - chat filters are working and all parts are working well. Pins are also being made. Virtual tech meetings are now up and running. Good feedback from students to officers. Been meeting with ofther state officer teams (met with NJ 2 weeks ago). Good ideas from other states and sharing ideas is going well. Wanting to do an official launch at regionals. Blog posts are continuing at about 2-3 per month.
    - Regional Rep committee - regional newsletters...several regions have develop newsletter information. They will be collated and disseminated in an agreed format. Clothing initiave - encourage other chapters to re-cycle their clothes.
    - Event Finder Questionairre - helps advisors and students with questions about events
    - National Service Project - to give more resources about chapters, fundraising and events. Work on ACS information on the website (review and revise content)
    - Scholarships (some from HU), National registration questions? Go to Mr Hutzel. Recruitment Toolkit on Webiste...update.
    - Incorporate leadership sessions from FLEX (Mental health session, lifeskills session, college readiness). Outlining other states resources to post for students to review (state resource guide) to hang around the halls at Seven Springs. Lauren will schedule competitive events

and then schedule sessions from the SOT. Some time slots may not be ideal but Dr Lapinski will do her best. COVID restrictions may impact. Continually evolving after competitive events are scheduled.

-Creating video and updating SOT video

-Pay only event – by law proposals, etc...

-Friday night activities – glow themed dance, laser tag, pop up winners during dance

c. State Conference Team- [Report](#) – (Lauren Lapinski)

– Updated the PA Events only (seeking another person to form committee for this), trophies  
– Cost is less due to saving last years trophies, need a vote on event list for states, going to allow chapters to decide virtual or on site.

-Seven Springs – Since the hotel was sold, all contacts seem to be new and feedback is slow. Hotel rates are higher (approx \$80 more per package). Food is the reason for the higher cost due to supply chain problems. The hotel is trying to fill the hotel, the chalets and then Hidden Valley. Since we are down 46% at HS and 50% MS, we probably will be able to fill hotel and not have to go to condos as quickly. There will be no choice any longer on the form.

-Checks should go to Jeff. Chris asked if there is an electronic payment?

-Registration forms are updated and will be ready for everyone by Monday, Jan 18, 2022.

- Some events are virtual, others only on-site. 10 MS and 11 HS events that will be virtual. The chapter does not have to be in attendance in all the same way. We will not be setting up Zoom if a students is attending in person.

-Event list – no questions or concerns

-Holding bi-weekly meetings about the actual conference and safety protocols. Suggesting a weekly or bi-weekly regular meeting to stay up to date and address any concerns.

-Medical forms are updated. They include asking people to share their vaccine status.

-Upcoming activities –

-conference schedule – determine early submission dates (gives judges flexibility), students could submit a digital portfolio, more judging could be completed prior to the actual on-site competition...all should be in READ, READ, READ! Message to judges – “Bring your device!” Passwords will be provided and Ryan will work to implement on our system for cellular connectivity and security.

-Special Interest sessions are up in the air right now...we need to plan an outdoor activity perhaps

-Vendors – no issue asking vendors to attend (many of them judge and they are few). Maybe vendors would run some special interest session

-*Windswept* may be able to do something outside versus indoor bounce house

- Decide mitigation methods – masks indoors, etc... What to do when a student becomes symptomatic? On site testing? Suggested we have the bare minimum of what we should do regarding COVID right now. *“If the conference is held tomorrow...what are our expectations?”* Masks required, isolation if positive test, parents were required to come and get students, etc...more discussion needed.

d. Technology Team- [Report](#) - (Chris Miller) – the position will be vacant after states and Chris has updated the job description (manage google admin, oversee passwords, etc...). *Do we need to have a highly customizable website as we do now?* A person needs to be a ‘jack of all trades’ to evaluate the systems and get the website done.

Recess for lunch – 12 -1 PM

Resume meeting at 12:55 PM

Resume State Conference Report – Lauren Lapinski

-Coordinator and Judges for events – email will go out soon

- Technology – Ryan and Chris will handle
- Consumables – Wayne will inventory soon
- CRAM disk will come from Nationals soon then, tweaked and sent out
- Bi-weekly meetings will resume soon
- Recommendation for conference
  - face coverings are required
  - chapter advisor must be on site
  - in-person and virtual conference will follow the same schedule
  - registration cost is still \$60 for virtual and on-site

#### COVID protocol

- Face coverings
- COVID person – anyone feeling symptomatic will be tested (positive – go home, negative-stay). Students testing positive will stay. A contact from Lower Merion will administer the tests and be the “COVID Person.” The test will be a supervised-assisted test. The advisor will be with the student.
  - Will there be a separate room to isolate the student? Suggested we book 2 rooms for isolation of a student who tests positive. Then, parents must come get the student immediately if positive. Maybe set up a hotline for advisors if student needs testing, etc... Seven Springs protocol says staff, et.al, wear masks on site
  - The plan is not firm as of today but will be honed but further discussion will be done. A recommendations page will be posted.
- Conference program – Advisor can print out schedules from registration. Shifts the responsibility from us to advisor. We could do a digital version and put it on as a PDF for student access. Suggest that we start to transition to paperless.
  - A chapter advisor asked if they did not attend regional, could they still go to states? Yes, but no qualifiers could be selected at states, etc...

Motion: to allow the state conference director, in conjunction with the state conference planning team, to develop the COVID protocols for the 2022 conference – Chris Miller, 2<sup>nd</sup> Jason Kofmehl - APPROVED

#### 9. Committee Reports

- a. Communication- [Report](#) – Facebook, Instagram, YOUTUBE...Facebook is higher. Social Media page viewing are high in Philadelphia, Lancaster and Pittsburgh and NY.
- b. Publication- Report – no report – art work (Lauren) for Pa Logo is available in the portal
- c. STEM- Jeff – PDE STEM ambassador program
- d. Scholarship- Report – Molly Miller
- e. Bylaws- Report – 2 by-laws from 2020 – housekeeping item (done) and eliminating numbers that run from same chapter- should be brought back to the 2022 conference for voting, (submitted and online reviewed), etc...
- f. Finance- Report – no report
- g. Redistricting- [Map](#), Regional Conference Data: [2015](#), [2016](#), [2017](#), ,2018, [2019](#) ,[2020](#) – Jocelyn-report for July meeting
- h. Leadership Conference (FLEX)- Report – Jason K, Shelley E., special interest sessions developing
- i. Act 48- Advise to have employer district provide advisors Act 48 credit for TSA Activities  
Does not exist...

#### 10. Advisory Reports

- a. Foundation- [Report](#), [Scholarship](#) & [General Funds Report](#), Region 2 Funds, & [High Grant](#)
- b. Alumni- Report – Ryan Ferry – status quo
- c. PDE (Curriculum Specialist)- Brandt Hutzel – 78 affiliated HS, 46 MS. Links to surveys about state conferences. Connecting to new advisors in person and virtually. Info in report on Standards which are close to STEL Standards (effective date – July 2025).

- CTSO dinner – PATSA BOD should be represented as well as President of TSA students.
- Trying to coordinate and support TSA (especially after the pandemic in person)

d. National TSA (State Advisor) - State Advisor- Verbal Report – Brandt H – monthly advisor meeting will share what’s happening in each state. Brandt will check with Nationals as to why we can’t get the Curriculum Guide earlier than September.

11. Corporate Member Reports-

12. Executive Director Report- Report – Jason has sent reports of the meetings he has attended with other CTSO’s and will keep updating those reports.

13. Executive Committee Concerns

14. Old Business

a. Cyber/Charter School Affiliation and Region updates - physical location/address denotes chapter affiliation (by region and state)

15. New Business

a. Appointed Positions (every year, open nominations, take office July 1)

i. State Conference Director - Current Nomination(s) – Dr. Lauren Lapinski, others? – Lauren will accept the nomination but would like to transition to Wayne’s position and also take on the judges coordinator position after she is relieved from the Conference Director position. Motion : Retain Dr Lauren Lapinski as the Conference Director - APPROVE

ii. State Officer Advisor- Current Nomination(s) - Shelley Evans, others? Motion: to retain Shelley Evans as State Officer Advisor - APPROVE

iii. Technology Director - Current Nomination(s) – Motion: to accept nomination of Diana Rickert as Technology Director and appoint her as such- APPROVE  
**Technology Director would be: budgeting, google/zoom/mailchimp/drupal (website) administration, password administration/user accounts, group and document management as well as any other services we have.**

b. Late Affiliation/iServices Fee- Coordinators should be generating late affiliated chapters (December 1<sup>st</sup>) and submit before the State Conference. Jeff said that Nationals does not denote specifics. Jeff needs the iServices fee ASAP for all Regions.

c. Consider new board meeting locations.

d. Adjournment: 2:28 PM (List next meeting date and location) – Cumberland Valley was offered by Jason Kofmehl Motion: Chris M, Jocelyn-2<sup>nd</sup> – APPROVE

e. Summer Board Meeting- Monday, July 11, 2022 - 9am to 4pm – Cumberland Valley School District – Mountain View MS