



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

Incorporated 2004

**Board of Directors Meeting
Agenda for
January 14, 2023 @ 9:00 AM - (Mountain View MS / Zoom)**

Video Conference Link

1. Meeting Called to Order (Pennington) – 9:15
2. Roll Call (Judy) - Establish a Quorum - 9:17 am

Board of Directors: Josh Pennington (President), Jocelyn Long (President Elect), Jason Kofmehl (Ex Director), Diana Rickert (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 Hutzel (PDE Advisor), Dale Moll (National Rep), Marie Leatherman (Member at Large), Mike Flowers (Foundation), Molly Miller (Scholarship), Dale Moll (Member at Large), Jana Bonds (FLEX Conf),

Region Reps: Bob Dwyer (Region 3), Matt Kline (Region 8), Dale Moll (Region 1&6), Clint Rickert (Region 5), Matt Rimbeby (Region 9), Emil Stenger (Region 7), Molly Miller (Region 2)

Student Officer Present: Michelle Zheng (President), Zane Al-Saleem (Vice President), Eryn McKendree (Secretary), Miriam Ruback (Treasurer), Charlize Amper (Reporter), Margo Wyckhoff (Historian), William Reisner (Parliamentarian), Elijah Adu (Sgt@Arms)

3. Meeting Announcements
 - a. State Office Team will join at 10 am
 - b. [Listing of Affiliated Chapters](#) for 2023 for those interested
4. Adjourn for Committee Meetings (if needed)
5. Minutes (Motion to Approve) Fall 2021 – **APPROVE D.Rickert, J.Seamans**
 - a. [Fall 2022 Board Minutes](#)
6. Treasurer's Report (File for audit) –APPROVE to file
 - a. [Balance Sheet](#) - Reports
 - b. [Treasurer's Transactions](#) - Report
 - c. [Accounts](#) - Report
 - d. Submit Reimbursements for Travel - [Editable Digital](#)

7. Regional Reports

- a. Region 1 & 6- [Report](#)
- b. Region 2 - Report
- c. Region 3 - [Report](#)
- d. Region 4 - INACTIVE (No Report)
- e. Region 5 - Report
- f. Region 6 - Region (1 and 6 Combined)
- g. Region 7 - Report
- h. Region 8 - Report
- i. Region 9 - [Report](#)
- j. **Reminder:** Regional iServices Fees- Should be paid before States

Regional Conference Dates

Region 1&6 – Jan 21, 2023

Region 2 – Jan 28, 2023

Region 3 – Feb 4, 2023

Region 5 – Jan 28, 2023

Region 7 – Feb 4, 2023

Region 8 – Jan 21, 2023

Region 9 – Feb 4, 2023

8. Team Reports

- a. State Officer Team - [Report](#)
- b. State Conference Team- Report
- c. Technology Team- Report

SOT - Leadership trip in October – stayed at the cabin, went to a fire tower, climb to Mason Hill and went stargazing – good bonding trip. Students have 1 proposal and 2 by-law amendments.

Student Officer Team Reports

Event Refurbishment – implementing only with events that have themes. When you drop off event, sign a permission form to allow team to photograph the event to collect top three examples. No state officer will have permission until post conference (general event desc., theme and rankings). No cost other than ink and paper for consent forms. Promotion – email to advisors and social media advertising. L. Lapinski noted that in the parent consent form, there is a 'permission for photo form.' Lapinski - Who will take the pictures? Kofmehl – put them on social media...all entries, not just top 10.

ByLaw Amendment – requirements for voting delegates (inserting sections into Article 6) – “Each voting delegate must attend the business meeting” to be eligible to vote on questions. Sounds like it is redundant to what we already have in place. The SOT is putting language in to explain what is intended. If it is voted on, we could be going backward. **Proposal...denied**

Bring in a new practice to voting delegates – a Parliamentary Procedure session to help them understand Parliamentary procedure. Required for new delegates. (Miller-it may pigeonhole us into doing all of this prior to the meeting...maybe a Q&A to explain how it works – **Proposal...denied**
Creating materials for chapters, working with SESAC, regional, etc...

State Conference Team – trophies ordered, finalist pins ordered, event listing is posted, no virtual events but, aligned with Nationals (early submission requirements) – one week prior to conference (April 12).

Changes with Seven Springs – we have to sign a contract with them now. Lauren and team have reviewed the contract several times, and put down \$1000 deposit. A bill will come prior to the conference and we need to pay that prior to the conference.

Advior and School Payment for Conference – no checks on site – credit card info – (name and contact from business office of district to make the payment). Payment due March 1, 2023. Official policy – no refunds but, the hotel will work with us to handle changes.

Rates are locked in for two years (through 2024) which is a good thing.

Met with GM and they have hired back people to make things go smoother. Reservations are now with Dawn at 7Sp. TSA will fill hotel first, chalets, cabins and condos. No access to Hidden Valley. Better access to the ski lodge this year so some events will move there.

Rolling electronic testing.

Number of virtual judging will be low.

Friday night activities – Windswept, dance – ending a bit earlier than (11:30)

Conference planning meetings – earlier and possibly bi-weekly

Trophies – Pick up after awards on Saturday – no saving

perhaps a phase in to medals with middle school and then 2 years later, HS. Phase out trophies

Technology Team – Meeting frequently. Met with Brandt on iServices (listed in report). Contract with someone or move to Nationals.

Discussed website – moving from Media Temple to GoDaddy. Met every two weeks to discuss the website. A Foundation page has been added. If you have info, send it to Jkofmehl.

Update from page and images. Working to change over from Chris to Diana (access needed from Chris Miller for several areas).

9. Committee Reports

- a. Communication- Twitter drops off in summer, Facebook and YouTube is growing. Age breakdown – split...Instagram is bigger with graduates – [Report](#)
- b. Publication- Report – Pennepacker is retired. This committee has morphed into Social Media and conference stuff – N/A
Motion to dissolve the Publications, STEM and ACT 48 committees – J Long, 2nd-J Seamans - APPROVE
- c. STEM- N/A – this information is provided by PDE and Brandt
- d. Scholarship- Report – disbursed payment to 2022 winners, updated site, accepting applications for 2023. (Outstanding Male, Outstanding Female, Future Tech Teacher, Terry Schwalm, Laura Hummell) – scholarships apps are due on March 15. Committee gets them the following week.
- e. Bylaws- Report – no report
- f. Finance- Report – no report
- g. Redistricting - [Map](#), Regional Conference Data: [2015](#), [2016](#), [2017](#), ,2018, [2019](#) ,[2020](#) – Region 5 (800+ students – 2 new HS, 5 new MS) – may need to review for 2024. Region 9 has lost members. Re-address after State Conference
- h. Leadership Conference (FLEX)- Report – integrated into state conf. this year. Do we keep it in the state conference or separate it like the first year and hold it at another time?
- i. Act 48- Advise to have employer district provide advisors Act 48 credit for TSA Activities

10. Advisory Reports

- a. Foundation- (Flowers) – Total fund is \$81,488.00 broken into 4 funds. Suggested that there be a Foundation meeting.

Recess for lunch -11:35-12:28

[Report](#), [Scholarship](#) & [General Funds Report](#), [Region 2 Funds](#), & [High Grant](#)

- b. Alumni- (Ferry) Report – continue to work on recruiting, judging at states and implementing changes and information for the website overhaul. Ryan ferry's help has been valuable.
- c. PDE (Curriculum Specialist)- (Brandt Hutzler) Report –
1st state assessments for T&E (25% of Science PSSA)

Standards are done – STEELS (Science, Technology, Engineering, Environmental Literacy and Sustainability) content areas. T&E looks good and all standards are linked to the National standards

EbD – new curriculum – fill out form on PDE site for access

Training in 2023, all expenses paid to attend an EbD Elementary, MS or HS workshop in 2023. Next year 2024, they will flip and hold them in different areas across the state New STEELS hub. Safety Guide coming with many changes

- d. National TSA (State Advisor) - State Advisor- (Shelley Evans) Report – register for hotels in Louisville soon. MS Guide is underway/edits and should be out by Nationals. Pronouns in Chapter Team – use name versus 'madam', etc...

11. Corporate Member Reports- none

12. Executive Director Report- presented at Hershey Hotel for SAS Institute and other CTSO's. All CTSO's are all in good standing and looking at other hotels to host their conferences. An advisor asked about nicknames...lawsuit...we don't have a policy. Chapters are in charge of denoting a student's name. it is noted that in PATSA, each kid is a number versus a name.

13. Executive Committee Concerns

14. Old Business

a. Cyber/Charter School Affiliation and Region updates – no new business

- iServices switch to DLG Revisited – met as a group to discuss the system (what we have as to what we want).
- Testing & Judges Portal- Not required
- Centralized Registration to Regional Level
 - Master list connected to each conference. Just need to be activated.
- Admin Users as many as you want
- Housing in the central registration
- National Events are automatically added
- Can add State and Local Events
- Training services and on-demand help
- \$1.70 per student cost
- Used by many other CTSO's and can be divided by Regions
- \$100 per region
- No contract

• iService Costs

- about \$15,000 for 30 connections for 3 years
- server monthly fee is about \$60.00
- iService Manager Stipend \$1500

Cost for next three years – unknown right now (CLMiller)

Still need an iServices manager or team and states registrar

Discuss and approve registration system for 23/24 school year - iServices vs DLG

2024-25 competition season is when this ends

Do we have to overlap a year of payments? We need to get all data out of one system and into another. We still have Chris Miller taking us through to the migration from iServices to DLG. Include Chris Miller on these discussions. The decision must be made by next January 2024. In July 2024 we can budget for the following year. We are licensed until December 2024.

Work through DLG for migration time from iServices to DLG.

Motion – Table the discussion on DLG until the July BOD Meeting – Jocelyn Long, 2nd – Ryan Ferry -

APPROVE

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?

Motion: all in favor of appointing Dr Lauren Lapinski as State Conference Director – Pennington, 2nd: Long - APPROVE

Motion: Appoint Marie Leatherman as State Officer Team Advisor in July 2023 – Hawthorn, 2nd: Evans - APPROVE

ii. State Officer Advisor- Current Nomination(s) - Shelley Evans, others?

We have an open position..Member-at-Large – no takers. Jason will advertise the position

- b. Website Redesign: Approval of funding for full redesign – DIANA - We need a new website!! Met with a colleague of Ryans that is familiar with our website and also put it out to bid. Or, Joe Smith...who designed our current website 13 years ago. He has submitted a fair offer. We gave him a timeline (AUGUST 2023) and our goal is to emulate the TSA NATIONALS website that will be ADA Compliant to redo the site. The cost is \$7000. Ryan's company will host for free and develop the space to do so. It costs \$300 to house the website currently on GoDaddy. Smith said he would work with us in the years to come to do general maintenance, upgrades, etc.... Once we do this, we need to update frequently so our cost's remain low.

Will there be a contract of what will be done? Yes. He will start ASAP

Preview of the site done by the state conference with completion by August 2023 for the beginning of the school year.

Motion: Develop and start on redesign of the website, and hire the website developer at an estimated cost of \$7000 (\$1750 to start) – Hawthorn, 2nd: J Seamans – APPROVE

Motion: Request to the Foundation to allocate money for the cost of website redevelopment (approx \$7000) – J Long, 2nd: B Dwyer – APPROVE

Joe Smith will send all invoices to Mike Flowers and be paid out of Foundation funds.

- c. Late Affiliation/iServices Fee- Coordinators should be generating late affiliated chapters and submit before the State Conference. \$1.00 per person for each student.
- d. Board Meeting Location: Continue at Mountain View MS? [Continue here!](#)

16. Action Items

- a. Nominations for Technology Director: Diana Rickert –

Motion: Nomiinate Diana Rickert for Technology Director: J Long, 2ndJ Seamans

17. Adjournment (List next meeting date and location)

- a. Summer Board Meeting- Thursday, July 6, 2023 - 9am to 4pm - Mountain View Middle School.

Motion – Close the meeting – J Long, 2nd Emil Stenger