



Pennsylvania Association of Agricultural Educators
PO Box 61861
Harrisburg, PA 17106



**Executive Board Meeting
(Conference Call)
March 15, 2020
12:00 pm**

Attendance: Darla Romberger, Kacey Rice, Brian Campbell, Dianna Jarema, Carole Fay, Laura Metrick, Carly Rippole, Robyn Bechtel, Melanie Berndtson, Janae McMichael

Absent: Adam Serfass, David Steinfeld, Hannah Harris, Carly Rippole, Meagan Smyers, John Ewing

Called to order at 12:02 pm.

Executive Committee Reports

- **President—Darla Romberger**
 - Romberger provided an update on the tax abatement letter (submitted on 1/10/20) and IRS correspondence. The IRS has received the abatement letter and will respond in 6-8 weeks with a decision. We are still waiting to hear on the final “failure to file” penalties for TY 2015 and TY 2017.
 - Romberger reported on recent activities:
 - 3-Circle Summit—Not much time provided to state delegations to plan for implementation, but worthwhile for PA Ag Ed to move forward
 - Ag Ed Webinar—Successful webinar with approximately 27 participants on February 24th. Hope to continue in the future.
 - Ag Ed Website—Please complete the feedback survey provided by the PA FFA Foundation by March 13th. Looking for a new provider if all groups are in agreement
 - Reports will be collected for the Spring Regional meetings via a Google doc. Input is due Friday, March 27th.
- **Past-President—Dianna Jarema**
 - Jarema provided a written report detailing her involvement with PAAE Award evaluation and attendance at the PA Science Standards Revisions Webinar
 - Encouraged Ag Teachers to be a part of the discussion as Ag Ed was mentioned as the exemplar by other organizations
 - Followed up about Policy & By-Laws committee and need to present copy of revisions to the board
 - Reminded Regional VPs to follow-up with unpaid members to pay dues by end of year so they can participate in conference and award programs in the future

- **President-Elect—Kacey Rice**
 - Rice reported on her attendance at the GLAG Conference, State of Ag Ed Webinar, and PA FFA CDE Committee. Encouraged others to attend the GLAG Conference and praised efforts of the Ag Ed Commission to move PA Ag Ed forward at the secondary and K-8 levels
 - Rice reported on the recent PA FFA Board of Directors meeting and initiatives regarding affiliate membership. Discussion ensued around how to inform PAAE members and collect feedback at upcoming regional meetings

- **Membership Chair—Kacey Rice**
 - A current report is posted on the PAAE Website. As of 2/28, there are 140 members
 - She will be making changes to the form in coming months to more accurately report demographic information to NAAE

- **Executive Secretary—Vacant**

- **Treasurer—Brian Campbell**
 - Provided a current income and expense statement. All outstanding membership invoices paid as of today.
 - PDE Grant has been received and paid to PA FFA appropriately.
 - Will be looking for guidance on how Summer Conference payments will be handled when those details are sorted out

Representative Reports

- **SAE Specialist—Carole Fay**
 - A written report was provided on recent activities surrounding Keystone Degree evaluation, State Star Selections, and Farm Show entries. Currently working through revising American Degree submission process (move to virtual evaluation). There are only 40 American Degree applications this year. Stay tuned for Proficiency Application evaluation procedures
 - An OAC Specialist has been hired by the Ag Ed Commission. Stay tuned for details

- **Penn State—Dr. John Ewing**
 - Absent, no report. Romberger will follow-up with Ewing in the coming week to determine status of Professional Development contract for 2020-21.

- **Commission for Agricultural Education Excellence—Dr. Scott Sheely**
 - Absent, no report. Romberger will follow-up and invite Sheely to PAAE Regional meetings to share an update on the Commission's work plan for 2020-21.

Committee Reports

- **Member Services—Meagan Smyers**
 - Absent, no report. Romberger will follow-up with Smyers about the 4th Annual Run Across PA Challenge.

- **Marketing Committee—Robyn Bechtel**
 - Apparel was distributed at Mid-Winter Convention and payment collected. One outstanding payment to collect, but otherwise a successful sale. Stickers will be available at Regional meetings.

- **Strategic Planning—David Steinfeld**
 - Absent, no report. Strategic Plan can be updated upon receipt of minutes from this meeting

- **Public Policy—Laura Metrick**
 - Discussion surrounding development of a “Grassroots Advocacy” plan to identify issues for a school year. Want to model the plan after Farm Bureau’s policy development procedures. End goal will be to present yearly concerns to the Ag Ed Commission in a professional manner each year.
 - Metrick will develop an instrument to collect member input at Spring Meetings, then develop policy recommendation at Summer Conference, vote at Fall Meetings on priorities

- **Policy and By-Laws—Carly Rippole**
 - No report, absent. No meeting occurred in February. Rippole solicited input via Google Docs about committee responsibilities. Jarema will follow-up on status of revisions. Would still like to vote upon changes at 2020 Summer Conference.
 - Addition of President-Elect Nominations opening in January to allow for MOU to be completed by May 1

- **Finance—Adam Serfass**
 - Absent. Jarema moved to adopt the 2020-21 PAAE Budget as presented at the January Board meeting. Rice second. Motion carried. Additions and corrections will be handled as needed when the group reconvenes in person.

- **Professional Growth—Janae McMichael**
 - McMichael shared the results of the PAAE Awards judging. 2 categories needed additional evaluations as a tie-breaker. Romberger and Bechtel will evaluate these categories by the end of the week.
 - McMichael will distribute results via email and share for distribution on the Tuesday Teach Ag Email and social media.

- Preparations will be planned for the PAAE Awards Banquet at Summer Conference when details about the location are shared
- **Standing Special—Hannah Harris**
 - Absent., No report for Sunshine Committee or Scholarship Committee
- **Summer Conference—Melanie Berndtson**
 - Berndtson shared the tentative Professional Development schedule, which includes longer workshops/tours on Wednesday and Thursday. Other additions include a “Lightning Round” and a few traditional 1.5 hour workshops on Tuesday.
 - Housing will be in a local hotel in downtown Wellsboro. This will provide participants the chance to walk to the downtown area
 - Socials include the Wellsboro House, Thunder Run clay shoot, and the banquet at the Tioga County Fairgrounds
 - Registration is planned to be announced April 1 and presented at all Regional meetings

Unfinished Business

- Romberger reminded the group that the floor is open for nominations for President-Elect. If anyone has ideas for candidates or would like to step forward from the board, please follow-up. Candidates should have a completed MOU by May 1.
- A condensed posting for the Executive Secretary position will be provided in the Regional Meeting packet. Romberger says there are interested candidates, but a revised posting will help. Aiming to hire an individual by September 1, 2020. Duties of the position will not be condensed—posting will be combined to fit on one page

New Business

- A PAAE Email has been established. Regional VPs and Board members can utilize the email and Google docs feature to house important documents.
 - paaeteachers@gmail.com
 - Romberger will provide a “Pro-Tip” sheet to all board members with how to send emails, etc.
- Romberger will assemble a Management Committee to evaluate hired PAAE Personnel before the end of the current contract. Romberger will develop a policy proposal to ensure individuals know who is currently serving on the committee. Discussions surrounding a 2-part evaluation (board only, board and personnel) were held.
- Meeting announcements/RSVP instructions will be sent out by McMichael utilizing a Google form. We will continue planning these meetings unless school closures continue and we will move them to a virtual format with the help of Penn State.

Announcements

- Next board meeting is TBD. Summer Conference committee will indicate if they are available/interested in a Saturday meeting at the conference location to allow the board to plan the banquet.
- Dates for Spring Regional Meetings
 - Northern—April 2nd at Williamsport Hoss's
 - Western—April 21st at Murraysville Hoss's
 - Eastern—April 16th at Mount Joy Farm Credit Office
 - South-Central—April 7th at Big Spring High School
- NAAE Region VI Conference is scheduled for July 12-15, 2020 in Maryland. We need to have some representation

Meeting adjourned at 2:32 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Darla Romberger". The signature is written in black ink on a light-colored background.

Darla Romberger
PAAE President