



MARS PLANET FOUNDATION

April 19th 2022 Meeting Minutes

Board Members	Present	Ambassadors	Present
Kevin Hagen	X	Diana Jacoby	
Tricia Holland	X	Jenn Giesler	
Carol Knox	X	Megan Lenz	
Stacey Palmer		Bethany Ratcliffe	
Amy Riggio	X	Robin Parsons	
LeeAnn Riner	X	Liz Porco	x
Rochelle Seideneck			
Jenn Stuber	X	MASD Admin	
Doug Wolf	X	Dr. Elizabeth McMahan	x
Vickie Zaccari	X	Alternate School Board Member	
Beth Ziegler	X	Jennifer DiCuccio	

The meeting was called to order at 6:38pm.

Teacher Grant Presentation – Dr. McMahan

- ❖ Dr. McMahan is asking for 20 Lego tables for Primary Care. These tables would be utilized by 6 Kindergarten classes, 12 First Grade classes, 1 STEAM class, Autism/Emotional Support and Learning Support classrooms. These tables/kits can be utilized for anything from indoor recess to spelling to STEAM.
- ❖ Dr. McMahan is asking to eliminate the plywood sheets for each room and instead order Creative QT Letter Tiles. Interested in purchasing 20 for \$18.99 a piece.
- ❖ Dr. McMahan is requesting \$2639.60 minus the wood board and add the letter tiles.

Teacher Grant Discussion

- ❖ MPF board members discussed the Lego table grant submission.
- ❖ Beth Ziegler motioned to approve the grant in the amount of \$2,639.60, which includes the Creative QT Letter Tile kits and excludes the plywood sheets. Motion was seconded by LeeAnn Riner, unanimously approved by all present board members.

Previous Minutes – The Meeting Minutes from March 15th 2022 were discussed.

- ❖ Carol Knox motioned to approve, seconded by Doug Wolf. The meeting minutes from the March 15th 2022 meeting were unanimously approved.

Treasurer Report – Presented by Amy Riggio

- ❖ Profit & Loss spreadsheet has been e-mailed.
- ❖ EITC Discussion – 3,606.81 remaining for this year. 20% of the EITC money can be utilized for operating expenses.

Scholarship Report – e-mail from Megan Lenz

- ❖ Megan Lenz is finalizing all of the details for the scholarship presentations at the awards banquet.
- ❖ Megan Lenz will be meeting with Vickie Zaccari and LeeAnn Riner in June to fully transition the Scholarship Chair roles/responsibilities.
- ❖ The Awards Banquet will be held in-person at the High School Auditorium on Wednesday May 4th 2022. MPF Board Members should plan to arrive by 6:00pm with the ceremony starting at 6:30pm.

Fundraising Reports – Presented by Kevin Hagen

- ❖ Banners
 - Stacey is working on a plan regarding banners. Plan to be e-mailed to the Foundation board prior to the next meeting.
 - No status update on Baseball.
- ❖ New Fundraising Idea Discussion:
 - Bowling Night, Bingo Night, Jump Night, Trivia Night, Fun Slides in Pine Plaza, Back to School Carnival (could incorporate touch a truck, etc). Swim night at EDCO
 - LeeAnn will work on Flying Squirrel, Vickie will follow up with Fun Slides, Amy Riggio researching information for trivia nights, and Carol Knox will review the insurance policy to determine if a Swim night or a Carnival would be covered.

EITC Report – Presented by Beth Ziegler and Doug Wolf

- ❖ The Foundation is currently not on the list as an EIO. Due to this, Beth and Doug are unable to reach out to businesses to solicit EITC income until this is rectified.
 - Kevin Hagen will complete/submit the EITC application by the end of the month.
- ❖ Beth Ziegler and Doug Wolf presented information on what the EITC program is and what would fall under the Innovative Education Program umbrella. Currently the Foundation only has 4 items listed under our Innovative Education Programs (Advanced Placement Courses, CHS Tuition Reimbursement, District-Wide Instructional Technology, and STEAM-Related Initiatives).
 - We have the ability to expand these programs by submitting a cover letter and narrative about the new program for the DCED's approval prior to spending the funds. Examples of new programs could include: Before/After School or Summer Programs, use of specialized instructional materials, instructors or instruction not provided by the school, and many other ideas.
- ❖ Discussed program expansion and feasibility of programs such as "Reading Rockets" under this expansion.

Technology Report – Presented by Kevin Hagen

- ❖ Discussion regarding MobileCause and if this platform is the most cost efficient choice for the Foundation.
 - Amy Riggio to pull together the costs specifically associated to MobileCause. Kevin Hagen will pull a report from MobileCause to see how many transactions have gone through over the past year.

Communications Report – Presented by Jenn Stuber

- ❖ Social Media posts on the Foundation's Twitter, Facebook, and Instagram accounts occur multiple times a week. The number of people interacting with our sites have increased significantly. Please send any new content to Jenn Stuber ASAP.
- ❖ Newsletter – Should publish by end of May – send content to Tricia Holland and Rochelle Seideneck. Jenn Stuber will work to format the newsletter utilizing Canva.

Event Reports – Presented by Carol Knox

- ❖ Mars Applefest is scheduled for Saturday October 1st.

- The Foundation will have a booth at the event. We need to sell something or have a game. Discussed different promotional items to sell from car magnets to room decorating items such as pennants and flags.
- Jenn Stuber to talk to Frank about promotional items. Carol Knox will look into other potential items.

New Business

- ❖ Once the Foundation has a better understanding of how to expand the programs listed under our EITC umbrella, Beth Ziegler will work with Tricia Holland, Carol Knox, Vickie Zaccari, Amy Riggio, Jenn Stuber, and Kevin Hagen to revise the guidelines for Teacher Grants so all parties have a better understanding.

Doug Wolf motioned to adjourn the meeting, seconded by Tricia Holland.

Meeting adjourned at 8:07pm.

The next meeting will be Tuesday, May 24th, 2022 at the Administration Building.

Respectfully submitted by,

Tricia Holland

MPF Secretary