



**Iowa ACTE Board
Minutes
4.18.2022
4:30 p.m.**

CTE: Learning that Works for Iowa

IAAE	Iowa Association of Agricultural Educators
IBEA	Iowa Business Education Association
IFCSE	Iowa Family & Consumer Sciences Educators
IHEA	Iowa Health Educators Association
IITEA	Iowa Industrial Technology Educators Association
IWBL	Iowa Work Based Learning

Meeting [Zoom Link](#)

- I. Call to Order: 4:35pm by Greg Krawiec, President
- II. Attendance – Roll call: Anna Brooks, Sandy Warning, Tara Troester, Greg Krawiec, Jessica O’Connor, Cale Hutchings, Ashlee Spannagel, Doralene Abdel-Halim, Cale Hutchings, Sandy Miller, Susan Seuferer, Tammy Steinwandt, Greg Kepner, Barb Schult, Nancy Johnson
- III. Approve previous board minutes 2.21.2022 and 3.28.2022
 - A. *Motion: Ashlee Second: Tara, Passed.*
- IV. Treasurer’s Report (quarterly) (October, January, April, July) Report sent by SW to Board.
 - A. *See appendix A. Pg. 3*
- V. Division Reports
 - A. IAAE – Jessica
 - i. *Finished State FFA; booth for IAAE at conference*
 - ii. *Meeting next month*
 - B. IBEA – Barb
 - i. *No Report*
 - C. IFCSE – Doralene
 - i. *April 2nd meeting – updating bylaws with unification*
 - ii. *Discussed conference details, looking to change itinerary to one-day.*
 - iii. *Looking at website updates and payment processing, next mtg June 10*
 - D. IHEA – Tammy
 - i. *No Report*
 - E. IITEA – Matt
 - i. *No Report*
 - F. IWBL – Tara
 - i. *310 guests and exhibitors at WBL conference*
 - ii. *Meeting next week to discuss and adjust*
- VI. ACTE Region III Representative Report – Greg Kepner
 - i. *Conference planning is coming along well, Need drivers for tours*
- VII. DE Liaison Report – Cale
 - i. *All CTSO has had state conferences*
 - ii. *Work with Perkins applications and CLNA are going on to prepare for final applications*
 - iii. *Self-Study – Looking at different format for the user, trying to streamline.*
- VIII. Program of Work – Standing Committee Reports
 - A. Audit Review – No Report
 - B. Awards and Scholarship – Barb Iowa ACTE Award applications due August 1
 - C. Conference Planning – Karen
 - D. Membership – Greg Krawiec & Sandy M
 - i. *Numbers in executive director report. See Appendix B. pg 4*

- E. Policy Development – Susan – *No report*
- F. Communications – Susan – *No report*
- G. Nominating – Susan – *No report*
- IX. Ad Hoc Committee Reports – none
- X. Ex-officio reports
 - A. Executive Director and Membership – Sandy M.
 - i. *See appendix page 4*
- XI. Unfinished Business
 - A. [Region III Conference](#) – Sandy, Greg Kepner
 - i. Embassy Suites, Des Moines, June 15 – 17, 2022, All Board members please plan to attend, request registration and lodging from your school or RPP. Promote it in your division. Our board will help facilitate the 7 business and industry tours and be hosts to breakout sessions. [Agenda at a Glance](#) SCHED app will be up shortly. Early registration by May 15 \$225, After May 15, \$250.
 - ii. Registration: https://docs.google.com/forms/d/e/1FAIpQLScXgl3QEIY2W-VE0Cyv1Xv11KN8wk1h6FZ_Wysxa9t4ltdUyA/viewform
- XII. New Business
 - A. Unification
 - i. Update on division conversations and plans to secure membership prior to division conferences. Feedback on Division specific Flyer?
 - ii. Membership needs to be completed prior to conference registration.
 - iii. ACTE update email – Membership Report April 15 from Kelli
 - B. Iowa ACTE Best Practices Conference
 - i. Sept. 20, 2022
 - ii. Registration will open July 1
 - iii. Registration Fee for Members: \$100, Non-Members \$250.
 - iv. *Work needs to begin on this event*
 - C. CTE Learn Opportunity
 - i. *Looking for referral list to write CTE learn courses.*
 - ii. *Needs potential volunteers for people to write up the appropriate information.*
 - iii. *Sandy will send out information, each division can advertise/recruit*
 - iv. *Send volunteer information to Sandy to pass on to CTE Learn*
 - D. PACE Division Report – Directors, Bylaws and members
 - i. *Have identified and trying to secure 10 members*
 - ii. *Director voted in, bylaws are approved by IPACE*
 - iii. *Ashlee Spannagel will serve as President of IPACE*
 - iv. *Waiting on next steps and requesting an official motion next meeting*
 - E. Treasurer’s stipend
 - i. *Proposed to increase to \$1000-year stipend; from \$500*
 - ii. *Motion: Ashlee Spannagel Second: Jessica O’Connor Approved*
- XIII. Other
 - Adjourn: Next Meetings: May 16, June 20

Appendix A

IACTE
Treasurer's Report
July 2021 through March 2022

Income		ASSETS	
Advocacy	-188.98	Current Assets	
Conference		Checking/Savings	
Exhibitor	4,550.00	Community 1st CU	492.94
Registration	15,580.09	IACTE	60,276.26
Support	5,000.00	Total Checking/Savings	<u>60,769.20</u>
Total Conference	25,130.09	Accounts Receivable	
Dave Bunting Scholarship	1,000.00	Accounts Receivable	2,550.00
Interest Earned	17.38	Total Accounts Receivable	<u>2,550.00</u>
Membership Dues	7,803.75	Other Current Assets	
Misc Income	112.43	Comm 1st CU	(500.00)
Region III Income	10,769.10	Total Other Current Assets	<u>(500.00)</u>
Total Income	<u>44,643.77</u>	Total Current Assets	<u>62,819.20</u>
		TOTAL ASSETS	<u><u>62,819.20</u></u>
Expense		LIABILITIES & EQUITY	
Advocacy Expense		Equity	
ISCA Booth	505.00	Opening Balance Equity 07/01/2021	46,297.40
Advocacy Expense - Other	147.69	Net Income	16,521.80
Total Advocacy Expense	<u>652.69</u>	Total Equity	<u>62,819.20</u>
Conference Expense		TOTAL LIABILITIES & EQUITY	<u><u>62,819.20</u></u>
Awards	146.33		
Catering	6,539.84		
Expense	498.01		
Facilities	2,910.00		
Registration Credit Card Fees	475.08		
Conference Expense - Other	1,685.39		
Total Conference Expense	12,254.65		
Dave Bunting Schol Recipient	1,000.00		
Executive Director	8,333.31		
Operating			
Board Insurance	835.00		
Board Meetings	1,269.72		
Miscellaneous	193.51		
NEDA Dues	125.00		
Treasurer Bonding Insurance	100.00		
Treasurer Stipend	250.00		
Treasury Audit	100.00		
Operating - Other	0.00		
Total Operating	<u>2,873.23</u>		
Professional Development			
Region III Conference	1,379.83		
Vision	1,628.26		
Total Professional Development	<u>3,008.09</u>		
Total Expense	<u>28,121.97</u>		
Net Income	<u>16,521.80</u>		

Appendix B

Iowa ACTE Executive Director Report to the Board of Directors April 18, 2022

Program of Work:

Member Value and Engagement

Website updates:

Numerous updates – Region III conference

Working with PACE (Postsecondary, Adult and Career Educators) and IWBL to start a division

Brought greetings and hosted an exhibit at IWBL conference April 14 at Prairie Meadows.

Semifinalists for the prestigious 2022 Presidential Scholars Program:

Maxell Aulwes**, Chariton High School, in CTE

Alexandra Curtu ***, Iowa City – West High School, for U.S. Presidential Scholar and in CTE

Katrina M. Lombard**, Inwood - West Lyon High School, in CTE

Professional & Leadership Development

Region III Conference

June 15 – 17, 2022

Embassy Suites, Des Moines, Goal 100 - 120 attendees, 81 room nights total

Draft agenda is on ACTE Region III and Iowa ACTE web pages, Board, Region III Policy members and Executive Directors are asked to help advertise

Early Registration by May 15 \$225. After May 15 Registration \$250.,

Working on menu items, budget, exhibitors, sponsors, call for proposals, tours, networking events, revised contract to include attrition & correct room assignments, AV, Wednesday

Leadership session 2-4:30 led by LeAnn Wilson - ACTE Executive Director, webpage, agenda, goodie bags, CTE Fund silent auction, etc.

Iowa ACTE Conference

Sept. 20, 2022, FFA Enrichment Center, Ankeny, IA

Advocacy and Awareness

SAVE the Date- CTE Day at the Capitol for Thursday, February 9, 2023, 7:00 – 2:00 Full Rotunda

School Administrators of Iowa (SAI) Conference, August 3, 2022

Iowa School Counselors Association (ISCA) Conference, November 7-8, 2022

Iowa Association of School Boards (IASB) Conference, November 16-17, 2022

Strategic Partnerships

Working with PACE (Postsecondary, Adult and Career Educators) and IWBL to start a division
Brought greetings and hosted an exhibit at IWBL conference April 14 at Prairie Meadows.
Soliciting new vendors for the ACTE Region III Conference

Innovation

IWBL is hosting their first conference charging Iowa ACTE dues.
Determining and completing unification process, communication of and benefits

Membership Report: 3/28/2022

522 Affiliated & Associate Members paid dues so far this year.

Ag 193 + 1 = 194

Business 96 + 0 = 96

FCS 104 + 3 = 107

Health 5 + 0 = 5

Ind Tech 68 + 0 = 68

Adm 19 + 1 = 20

WBL 16 + 1 = 17

Other 8 + 0 = 8

SC 1 + 0 = 1

PACE 5 + 1 = 6

3 Student Members (Free)

Respectfully submitted,
Sandra Miller