



***Iowa ACTE Board
Meeting Minutes
8.5.2022
9:00 -3:30 PM***

CTE: Learning that Works for Iowa

<i>IAAE</i>	<i>Iowa Association of Agricultural Educators</i>
<i>IBEA</i>	<i>Iowa Business Education Association</i>
<i>IFCSE</i>	<i>Iowa Family & Consumer Sciences Educators</i>
<i>IHEA</i>	<i>Iowa Health Educators Association</i>
<i>IITEA</i>	<i>Iowa Industrial Technology Educators Association</i>
<i>IPACE</i>	<i>Iowa Postsecondary, Adult and Career Education</i>
<i>IWBL</i>	<i>Iowa Work Based Learning</i>

Kirkwood Community College, The Hotel at Kirkwood Center,
7725 Kirkwood Blvd SW, Cedar Rapids, IA 52404
Room 185, 9:00 a.m. – 3:30 p.m.

9:00 Welcome and Introductions. Thank you to outgoing Board members! Thank you to Kirkwood Community College for hosting our meeting.

IACTE Board Training – Sandy Miller conducted board training. Sandy opened the training to thank the board for their good work on the Region III conference and for all the hard work on increasing the treasury and membership of our organization.

The Code of Conduct and Conflict of Interest Policy and Disclosure Statements, and IACTE Representative Responsibilities by Month handouts were reviewed.

Newly revised Bylaws/Policies were given to each Board member and discussed.

- I. Call to Order – Karen Van De Walle called the meeting to order at 10:45 am at the Kirkwood Event Center in Cedar Rapids.
 - A. It was moved by Greg Krawiec to approve the agenda with flexibility and seconded by Tara Troester. Motion carried.
- II. Attendance – Roll call
 - i. Ashlee Spannagel, Barb Schult, Tara Troester, Kim Dreaden for Brad Kinsinger, Cale Hutching, Greg Kepner, Doralene Abdel-Halim, Sandy Miller, Karen VanDeWalle, Sandy Warning, Greg Krawiec and Nancy Johnson
- III. It was moved by Ashlee Spannagel and seconded by Tara Troester to approve the minutes of June 20, 2022. Motion carried.
- IV. Treasurer’s Report
 - A. 2021-2022 Annual Treasurer’s Report - Sandy Warning presented the report for approval to submit for audit.
 - i. It was moved by Greg Kepner and seconded by Ashlee Spannagel to approve the Annual Treasurer’s report to submit for audit. Motion carried.
- V. Division Reports were briefly given.
 - A. All divisions need to send their yearly report to President Karen Van De Walle and Sandy Miller by Sept. 1.
 - B. IAAE – Karen Van De Walle for Jessica O’Connor –
 - i. There are changes in leadership with a new treasurer and had a successful conference in June. They need teachers.

- C. IBEA – Barb Schult
 - i. Their conference, *Back to the Future*, is Sept 25-26 at the Holiday Inn, DM. They are discussing unification.
 - D. IFCSE –Nancy Johnson
 - i. Plans are underway for our conference on September 19 in Ankeny.
 - E. IHEA – Tammy Steinwandt – No Report
 - i. Sandy announced that IHEA division membership is now over 10 which meets the requirements for IACTE bylaws.
 - F. IITEA – Matt May – Report by Cale Hutchings - Conference Sept 19 in Anamosa.
 - G. IPACE – Kimberly Dreaden for Brad Kinsinger –
 - i. Bylaws are being written and they are getting started with membership and organization.
 - ii. There is a new post-secondary conference in Myrtle Beach at the National Level.
 - H. IWBL – Tara Troester – Conference is April 4, 2023 at Prairie Meadows. 251 members.
- VI. Standing Committee Reports
- A. Audit Review – No Report
 - B. Awards and Scholarship – Barb. Iowa ACTE Award applications and David Bunting Scholarship applications were due August 1
 - i. There is at least one application for most categories. The award process was discussed. A QR code will be made available at conference rather than a printed Awards document.
 - ii. Barb will reach out to us to evaluate the applications for the awards.
 - C. Conference Planning – Karen - Conference planning is progressing further. Conference details were discussed later in the agenda. A Conference Planning meeting was held after this meeting.
 - D. Membership – Karen & Sandy Nothing to report. This committee has not met.
 - E. Policy Development – Greg Krawiec – No report
 - F. Communications – Greg Krawiec – No report
 - G. Nominating – Greg Krawiec - Nominations as follows and are announced 60 days before the conference.
 - i. Nancy Johnson for Secretary
 - ii. Second Vice President nomination Doralene Abdel-Halim. This is announced 60 days ahead of the conference in September.
 - iii. It was moved by Greg Krawiec and seconded by Ashlee Spannagel to appoint Sandy Warning as Treasurer and Sandy Miller as our Executive Director. Motion carried.
- VII. ACTE Region III Representative Report –Greg Kepner
- A. Iowa ACTE hosted a very successful Region III conference June 15-17 in Des Moines with 133 registered, 20 exhibitors, several session sponsors, event sponsors and general session sponsors, 6 business and industry tours and a profit of over \$7000. Conference Feedback Survey was very positive.
 - B. Lisa Stange completed her duties as Vice President will Brandon Russell is the new Vice President of Region III.

- C. The strategic plan of public awareness announcements was completed and went out to all of the states and has been on the radio.
 - D. The video contest for students had a variety of contestants and they used bits and pieces from each video entry to make the finished video.
 - E. The mentoring initiative is still in development. This is for new teachers
 - F. The teacher shortage initiative has conducted studies and this lead to ACTE doing some teacher shortage work.
 - G. There were 34 submissions in 8 categories for awards at Region III Conference.
 - H. There is a social media account for Facebook and Twitter. ACTE offers training in social media marketing.
 - I. ACTE Voted to add two more fellows to bring newer people into leadership roles.
 - J. Missouri is hosting the Region III conference next year.
 - K. Wisconsin is trying to reorganize their state association.
 - L. Iowa ACTE is the best in the region.
- VIII. Ex-officio Reports
- A. DE Liaison Report – Cale Hutchings
 - i. Perkins applications are being finalized and look to be done quickly.
 - ii. Reminder If CLNA is completed you will receive an e-mail when funding is available.
 - iii. CTSO organization is ongoing with different groups for professional development and promotion. The DE wants input on organizing the groups and realizes this will be a good source of future CTE teachers.
 - iv. Katy Blatnick-Gagne’s position is reopened. The Administrative Consultant is also open.
 - B. Executive Director and Membership Report – Sandy Miller
 - i. Working on Conference
 - ii. Membership and update links
 - iii. Professional dev with CTE learn
 - iv. CTE day at the Capitol Feb 9, 7am-2pm
 - v. Membership – 778 members affiliated and associated members
 - 1. Ag 194
 - 2. Business 96
 - 3. FCS 110
 - 4. Health 15
 - 5. Ind. Tech 71
 - 6. Admin 24
 - 7. WBL 251
 - 8. Other 8
 - 9. School Counselors 1
 - 10. PACE 8
 - 11. Student members – 4 (not in totals above).
- IX. Unfinished Business

- A. IACTE Conference – Karen, Sandy M & Sandy W. All Board members please register and plan to attend! The registration link has been sent.
 - i. Keynote – Aaron Putze, Iowa Soybean Association
 - ii. ACTE representative – Keli Diemer
 - iii. Dept of Ed – Sponsorship
 - iv. Registration \$125 Member, \$275 Non-member by Sept 12. (Discount of \$30 if attending both IFCSE and IACTE) (\$15 from each organization)
 - 1. The registration process was discussed with regard to adjusting for the free membership for first year members.
 - v. Call for Proposals We need more presenters.
 - vi. Exhibitors Six so far but more will sign up.
 - vii. House of Delegates Numbers Sandy will send out the list for numbers of delegates.
 - viii. Hotel – Residence Inn Ankeny, 151 SW Main St., Ankeny, 515.446.7300, \$149
 - ix. Caterer – Joni Bell, Great Caterers of Iowa
 - x. Equity Pre-Conference – Jeanette Thomas is coordinating
 - 1. This may be on our website for people to attend if they wish.
 - B. Sandy presented the 2021-22 program of work. No edits were suggested.
 - C. Unification was discussed.
- X. New Business:
- A. Advocacy
 - i. Sandy is asking for the divisions to ask at least one teacher with one or two students to come to these conferences to promote CTE. Preferably two different schools per event would be best.
 - ii. Tara Troester will be coming Nov. 17 to the IASB Conference.
 - iii. Cale will work with Kent Seuferer to be at ISCA on Nov. 8
 - iv. All divisions need to provide a handout about their content for Sandy to hand out.
 - v. ISCA – Iowa School Counselors Conference, November 8 (Des Moines)
 - vi. IASB Conference – Iowa Association of School Boards Conference, November 16 – 17 (Des Moines)
 - B. IHEA – Amendment of Articles of Incorporation
 - i. Moved by Ashlee second by Tara to approve the submitted Amendment of Articles of Incorporation to update the Health Association division name to Iowa Health Educators Association (IHEA). Motion Carried.
 - C. Proposed Draft Budget 2022-2023 – Sandy Warning
 - i. Sandy Warning reviewed the budget for the House of Delegates meeting Sept. 20.
 - D. Policies update
 - i. Add IPACE in list as Active Division
 - 1. Moved by Ashlee and seconded by Tara to add IPACE as an active division in our Policies. Motion carried.

2. Moved by Greg and seconded by Ashlee to move Region III report to its own letter on the suggested agenda in our Policies. Motion carried

E. VISION Conference

- i. May need three Voting Delegates – The number is unsure since ACTE has not communicated that information as of now. There are enough people going to cover the number of voting delegates needed.
- ii. November 30 – December 3, Early bird rates end 8/15, \$395 ACTE member,
- iii. Our policies say we reimburse President, 1st VP, and 2nd VP and if one of these is unable to attend, the Past President shall be eligible for reimbursement. The ACTE Region III Representative shall be eligible for reimbursement of expenses if either ACTE or ACTE Region III does not reimburse those expenses.

F. Polos for Board Members Tara moved to purchase polos for new board members and Greg Seconded. Motion carried.

G. Future Monthly Meeting Times Future meeting for 2022-23 will be the fourth Monday of the month at 4:30 pm. No meeting in September and December and July will be a face-to-face meeting. Ashlee will send out the meeting calendar and Zoom invites which include changes from the designated time.

H. Other – Announcement

- i. Sandy Miller announced her retirement on June 30, 2023. This will allow us a year to find a new Executive Director.

XI. Meeting adjourned 2:45 pm.

Respectfully submitted,

Nancy Johnson, Secretary

Next Meeting, House of Delegates, September 20, 3:30 – 4:30, DMACC

Future Meetings for 2022-2023, Mondays, 4:30 – 5:30 via Zoom

October 24, 2022

November 14, 2022

December – No Meeting

January 23, 2023

February 27, 2023

March 27, 2023

April 24, 2023

May 22, 2023

June 12, 2023? (Region III Meeting date)