



Board Meeting Minutes 6.21.19

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

DMACC Ankeny Campus

Building 24 (Health building) Room 203

Welcome and Introductions Laura VW called the meeting to order at 9:20 by having people introduce themselves and share their summer vacation plans/dream vacation.

- I. Call to Order – Kendra Ericson/Laura Van Waardhuizen
- II. Attendance – Roll call – Kendra Gansen, Kelsie Engleken Laura Van Waardhuizen, Greg Kepner, Dan Kiley, Sandy Warning, Sandy Miller, Lisa Stange, Susan Seufferer, Shannon Smith, Laura Van Waardhuizen, Kendra Ericson
- III. Approve previous board minutes 3.19.19, 4.16.19, 5.21.19 (no quorums) –Kendra Ericson moved to approve the minutes. Susan 2nd. Motion passed.
- IV. 2018-2019 Annual Treasurer's report through 6.20.2019, - Sandy Warning went through the treasurer's report. We are sitting very well and appreciate the support we have gotten from ACTE Region III, the DE and outside sources.
- V. Division Annual reports given today can be used on September 17 if they include the whole year summary. Otherwise, please prepare a written Division Annual Report and send it to Sandy Miller by September 10.
 - IAAE – Karen Van De Walle – Conference is this coming Monday and Tuesday.
 - IBEA – Shannon Smith—3 summer workshops being offered through IBEA with UNI credit available (\$400 stipend for teachers) \$25 for IBEA members, \$50 for non-members, Sept 29-30 is the fall conference, SUNSational PD through DE was held last week.
 - IFCSE – Kendra Gansen/Kelsie Engleken -- Conference is August 5 -6 at Ames Alumni Center, registration is low and we believe it is because of the July 1 start of fiscal year. Sandy encouraged everyone to do a membership drive in addition to your conference.
 - IHEA – Maureen Weaver – Health conference is next week at Prairie Meadows the 27th and 28th. Attendance is down and they believe it is because they had to change the time of year. We only have 60 registered right now.
 - IITEA – Dan Kiley – Grant Wood gets 23 Ind. Tech together. Hoping to get more word of mouth out for people getting together.

Sandy shared that she likes to bring greetings from Iowa ACTE. She also asked if everyone has a membership form and/or a link to Iowa ACTE and ACTE. Sandy has hard copies.

- VI. ACTE Region III Representative Report –Greg Kepner Conference in Lisle had 100 attendees. There was a lot going on and good tours and breakouts. We went through the strategic plan for Region III and met most of our goals. Fellow program and other leadership activities are increasing and we hope to have more take advantage of the opportunities. MN cleaned up on the awards. There were a lot of good candidates. Our Media Tour and QAS were two things that we helped the Region meet. NPS was well attended by Region III this past year. Teacher shortage work will be done at the national level!
- VII. DE Liaison Report – Lisa Stange
Pradeep left for CA yesterday and we will be conducting a search in the near future for a new Bureau Chief. We are close to an offer for the Ind. Tech opening and the opening for Info Tech or Ag Generalist just closed and they will be interviewing soon. Standards are getting updated after public comment and the plan is to have them go to the State Board for approval in August. Perkins V work is in the work and there

will be a large board but also many calls for some committee work so we encourage members to be a part of any they are able to give some input to.

Executive Director Report and Membership Report – Sandy Miller presented a written report. She gave out one of our Award of Merits from Region III to Kendra Ericson. Recommendation to send out a specific invitation to our award winners to go to the SAI and ISCA, etc. In particular, the teachers of the year from each group and tell them that they have a stipend from Iowa ACTE to attend. Get Sandy Miller the emails and she will send an email out to them. We model our program of work goals after ACTE goals. The Board thanked Sandy for all of her work and energy. We definitely appreciate your dedication and want you to get a name tag – in addition we agreed that when we look at the budget for next year we want to include a raise. The budget review will look into this.

VIII. Program of Work rest of 2018 – 2019 and 2019 - 2020

Member Value and Engagement Committees

- Membership: Need payment and membership information of members for 2019 – 2020 from each division after division conferences. Who is contact person from each division? Ag – Carrie Putz, Business – Carrie Kohl, FCS – Luann Bibler, IHEA – we will know after their meeting next week
- Awards:
 - Awards Applications Due September 1st – Dana Lampe We need more nominations. Last year we had one adm, one lifetime, two teacher, two new teacher, and one Carl Perkins. Our nominees should come from each division awards. We need help with the awards chairs on how to do this and make it more effective. We have quite a discussion about this. Sandy is going to reach out to other state execs to see how they do it. We also know Ag is very strong in this area. We need to ask Karen how this works.
 - David Bunting Teacher Preparation Scholarship Due September 1 of each year—do we need to extend the date?– Dana Lampe We need to promote it again and update the document that is on the page.
 - Iowa Merit – we need to have some kind of policy on how to do this with a date and then a letter to the person asking for a picture and write up and get them to come and let them know they are invited to conference. Dana is going to propose a procedure to go into policies and will type it up and send to Sandy for our next meeting.

Anyone seeing anything that needs updated or it off, let Sandy Miller know and she will send it in to update.

We took a break for lunch.

- Proposed Budget for 2019-2020 House of Delegates will vote on this Sept. 17. – Sandy Warning
- Audit – Sandy Warning
- Communications – We need some additional ways to communicate – our committee really isn't functioning. Looking at the goals in the Bylaws, we could use better communications from our Board members to their divisions once you have heard from. Getting a welcome from the President to put on our website would be good. Sandy will do one too. Each of the division websites are encouraged to link to the Iowa ACTE websites.

Professional and Leadership Development

2019-2020 IACTE officers and board members –, Need 2nd V.P. Discussion was to ask Greg Krawiec. Sandy will contact him and see. If he says no, we need some other ideas

- Duties of IACTE Representatives – Handout – Sandy Miller -- Please look at this and share with your new board reps. Comment if we need other items and/or you have other input. Dana will look for awards items and suggest some changes as well.
- Iowa ACTE Conference, Tuesday, September 17, 2019 – Laura, Kendra, Greg, Lisa, Sandy, etc
 - Keynote – John McHugh, Kwik Trip/Kwik Star – we are not sure if he needs mileage or not – Sandy will ask him if he would consider a session in addition to a 45 min or hour keynote
 - Director Ryan Wise will give us a welcome
 - ACTE presenter – Michael Connet, we want to move Michael to lunch and a session
 - Budget-we are going to keep close to what we did the year before-
 - Schedule at a Glance —Committee will work on this -- we have space for about 28 sessions and we can move people into the big room if needed. We discussed allowing vendors to do sessions. It was shared that if our proposals aren't full, why not allow it?
 - Registrations—we discussed using Eventbrite with SCHED for next year. Sandy W. will talk with Kriste Kuhse at IFCSE how that works for them this year.
 - Exhibitors—look for built in time to go to exhibits
 - Non-profit Exhibitors
 - Caterer
 - Next year Conference Date Sept 22 or Sept 29?
 - If we were to get shirts or something else, with a logo, what would we agree on to wear? What about name tags? Cardigans or dress shirts? Polos? Laura VW will look into some ideas and bring it back to us.
 - Hotel – Best Western Premier, 2502 SE Tones Dr., Ankeny, IA 50021, 515.965.5678 \$105 King, \$115 (117.60 w/tax), 2 Queens (\$128.80 w/tax)
- Career Tech VISION , December 4 – Dec 7, 2019 Anaheim, CA
 - Attendees - Kendra E and Laura, Susan will check to see if she can go Greg is planning on it, Lisa, Sandy M. We reviewed the policies to see how much people would be reimbursed.
 - Early-bird registration due July 12
 - Voting Delegates? Our Policies say that we reimburse the President, 1st V.P. and 2nd V.P. and if one of these three 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. We had three voting delegates last year. Voting delegates will be Greg, Laura and Susan for sure

Advocacy and Awareness

Set up prior to exhibit times listed. All events are open for volunteers.

- School Administrators of Iowa (SAI) Conference (SAI), Wednesday, July 31, 2019, Community Choice Credit Union Convention Center, Des Moines, Exhibits 8:00 a.m. – 3:30 p.m., Booth #224
- Iowa School Counselor Association (ISCA) Conference Monday and Tuesday, November 4 – 5, 2018 Prairie Meadows Conference Center, Altoona, Exhibit registration has not opened. Exhibit times are usually Monday, November 4, 7:30 a.m. – 3:30 p.m.; Tuesday, November 5, 8:00 a.m. – Noon

- Iowa Association of School Boards Conference (IASB) Wed, November 20, 3:30 – 5:00 p.m.; Thursday, November 21, 9:00 – 2:00 p.m.; Community Choice Credit Union Convention Center - Iowa Events Center, Des Moines
- CTE Day at the Capitol Thursday, February 6, 2020 – Sandy looking into a caterer for bfast maybe and also going to ask the Governor to sign a Proclamation
- National Policy Seminar, Arlington, VA – March 30 to April 1, 2020 Rotation schedule. Discussion about how many students we should support and how much monetary support we should give each student for 2020. Who will attend and lead students? We will still have the same support for the 4 students at \$1,000 each. Greg and Laura may be able to come. Lisa will continue to check with Katy and the DE.

Strategic Partnerships

- ACTE Quality Association Standards Application --Sandy will do this again. We need to evaluate her as a board and also send out a member survey. Sandy W will get a survey going.
- IBEA Window Cling—Dara Knutson from IBEA has asked about a combined logo window cling. The decision was that we would want to include all associations rather than pay for this with one association. Sandy will let Dara know.

Innovation

- We host Region III Conference in 2021. Sandy would like board members to attend the June 17-19, 2020 Region III conference in Minnesota to get an idea of what Region III conferences look like. Greg as Region III rep and Lisa as Region III VP will be the ones working on conference planning. There will be a planning committee for that 2021 conference and funds will be available to help pay for those people to attend in 2020.

IX. Other business

The board took the time to ask Sandy to leave so we could review her performance and we are so happy with her work. She takes on things that we often don't/can't do as a board and we hope that she will ask us for when she needs help. We thank her so much for the support and her passion. Karen moves that we set the Ex. Dir yearly salary at \$7200 with an annual review for an additional stipend based upon performance and budget. Will start as of July. Susan 2nd Motion passed. Sandy accepted the offer.

- a. We are also getting her a name tag in the shape of the state of Iowa with ACTE logo on it.
 - Items from Region III Strategic Plan
 - ACTE has Fellow program which we have not done within our state or much within the region. Kendra E is interested in doing it. Cindy Stover is heading up the Region III Fellow program.
 - Achieve 100 School – where all CTE teachers in a school are ACTE members.
 - Recruit at least one additional business partner nominee. Sandy would like for us to nominate one from Iowa to the Region. Dana would like to add the two Impact Awards to the Iowa portal. We would use the same criteria as they do for national ACTE.

X. Future Meeting Times for 2019-2020—Will be third Thursday of every month 5 – 6:00 p.m. Starting in July 2019

XI. Adjourn at 3:20 THANKS EVERYONE

Respectfully submitted,

Lisa Stange, Secretary



Board Meeting Minutes 5.21.19

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

- I. Call to Order – Laura Van Waardhuizen (Kendra is out of town - getting her PhD today)
- II. Attendance – Roll call Laura Van Waardhuizen, Sandy Miller, Susan Seufferer, Lisa Stange, Kent Seufferer, Dan Kiley
- III. Approve previous board minutes 3.19.19 and 4.16.19 No quorum – need to table both look good so far
- IV. Treasurer’s report -- Sandy Miller reported that there is one student who has not been reimbursed for NPS because the files were not open, that has been corrected and payment is being sent. Finances look good for now. (Sandy’s Mother in law passed away this past week)
- V. Division reports – (Briefly highlight upcoming initiatives/concerns/help needed from Iowa ACTE)
Please email report to Sandy M. prior to the meeting if not attending meeting.
 - IAAE – Karen Van De Walle
 - IBEA – Shannon Smith
 - IFCSE – Courtney Roll/Kelsie Engelken
 - IHEA – Maureen Weaver
 - IITEA – Dan Kiley -- No report at this time. Still attempting to get consortiums in Eastern Iowa together through Grant Wood. They are still trying to plug away to get people back on board. Kent asked if the teacher prep programs Upper Iowa, Wm Penn, and UNI were being contacted through the Grant Wood group. Kent will email Dan and see if they can connect through Skills USA.
- VI. ACTE Region III Representative Report – Greg Kepner
- VII. DE Liaison Report – Lisa Stange
Kristie Volesky will be joining the DE part-time starting June 17 as our new Business, WBL, and Intermediary coordinator. She’ll be full time starting sometime in July.
Interviews next week for Ind. Tech and new posting out there for Ag or Info Technology
Working on Program Self studies and will have those completed by the end of the month.
Perkins V work is coming.
- VIII. Membership Report – Sandy Miller
580 members as of April 16, 2019
Four new or renewals from ACTE for 584 total members. (1 Health division, 3 undeclared divisions)

It might be good to see how other states have community college people in what divisions state-wise at Region III this year
- IX. Executive Director Report – Sandy M
 - Registered for IASB Conference, November 20-21, 2019, Exhibit #143, Corner location \$865
 - E-blast sent to all members regarding IACTE Best Practices Conference including call for proposals, registration. Sandy will send out again and post on Facebook.
 - First conference planning meeting was held Tuesday, May 14 via Zoom, 4:00 – 4:45.

- Please see IBEA window cling proposal from Dara Knudtson.
- NPS Zoom meeting was held earlier today with Kent, Lisa, Katy, Sandy M to work out plan for next year. Some discussion about concerns for student supervision and liability and be proactive. As well as determine who is doing what between Iowa ACTE and the DE. Human Services, Health Sciences, Ind. Tech and Agriculture are up for next year. We discussed how the State Days at the Capitol are a different type of advocacy as the National is more for Perkins work.

X. Program of Work 2018-2019

Old Business:

A. Member Value and Engagement and B. Professional Development

- Iowa ACTE Conference, Tuesday, September 17, 2019 – Sandy M.
 - ACTE guest Michael Connet
 - Iowa ACTE Conference Planning Committee, Chair is Laura Van Waardhuizen, 1st VP
 - Committee Members – Greg, Kendra, Lisa, Sandy W, Susan – Business Rep and 2nd V.P., Karen Van De Walle – Ag, Kendra Gansen and Courtney Roll – FCS, Maureen Weaver – Health, Sandy M. (These will be the people contacted for the next planning meeting), Greg is working on Ind. Tech – we’d appreciate Dan’s input as well – He has agreed to serve on this committee
 - Hotel Best Western Premier, 2502 SE Tones Dr., Ankeny
 - Contract with FFA Enrichment Center has been signed
 - First Conference Planning Committee Meeting May 14 4:00 – 5:00 was held.
 - Keynote: John McHugh, confirmed.
- Face-to-face board meeting in June 21 This is for all old and new Reps.
- Region III Conference, June 12-14, 2019, Lisle, IL
- Letter from James Thompson was sent to Jeff Frost and Chad Blanchard to forward, no one interested yet.
- Lisa will get SCHED approved and signed up for again.

Sponsorship levels: **Exhibitor \$150** One exhibit table and one meal ticket.

Sponsorship

\$350 Silver Level The above, plus a second meal ticket, company name in program and Sched App as Silver Level sponsor, a table tent or sign at p.m. snack indicating the Silver Level sponsorship of the pm snack.

\$500 Gold Level The above, with advertising as a Gold Level sponsor, plus company logo on Iowa ACTE website, 3 - 4 minutes to address the delegates at lunch time telling about the programs/services offered by the company. This is to be more informative rather than a commercial for selling a product or service. Gold Level sponsorship poster by breakfast and p.m. snack.

Note: The p.m. snack costs approx. \$700.

Breakfast costs approx. \$1500

- Sandy will send out to e-blasts to all possible exhibitors
- CTSOs will be the only ones with complimentary tables

C. Advocacy and Awareness

- SAI Conference July 31, 2019 Iowa ACTE is registered
- ISCA Conference November 4-5, 2019
- School Board Conference November 20-21, 2019

D. Strategic Partnerships

New Business:

- NPS Student Organization Rotation and update on discussion
- IBEA/ Iowa ACTE Window Cling -- discussion was that we need to first check with ACTE to see if combining logos is allowed and then we can have further discussion
- Merit Award nominees – was determined by committee
- Lisa, Dan, Sandy are going to Region III – anyone else? Sandy leaving Tuesday and coming back Friday – women are considering car pooling

XI. Other business?

XII. Next Meeting Time – June 21, 2019, Face-to-face meeting at DMACC Ankeny campus, building 24 (Health Building), room 203 – Lisa, Susan, Dan, Sandy, Laura – 9 – 4 Sandy will communicate it to the rest and we hope to have a full board.

XIII. Adjourn



Board Meeting Minutes 4.16.19

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

I. Call to Order – Kendra Ericson

II. Attendance – Roll call

Present: Kendra Ericson, Sandy Warning, Sandy Miller, Laura Van Waardhuizen, Greg Kepner, and Kelsie Engelken, Susan Seufferer

III. Approve previous board minutes 3.19.19-deferred to next meeting, not enough attendees for quorum

IV. Treasurer’s report- no report

V. Division reports – (Briefly highlight upcoming initiatives/concerns/help needed from Iowa ACTE)
Please email report to Sandy M. prior to the meeting if not attending meeting.

- IAAE – Karen Van De Walle- no report
- IBEA – Shannon Smith- Sandy Miller provided the following report from Shannon: IBEA is currently planning the different summer workshops that will take place primarily in June. These will cost IBEA members \$25 and non-members \$50. They are also looking at offering renewal credit through UNI. More details to come next month.
- IFCSE – Courtney Roll/Kelsie Engelken- conference planning Aug 5-6th. FCCLA State conference March 31-April 2nd was successful conference.
- IHEA – Maureen Weaver- no report
- IITEA – Dan Kiley- Greg reached to Dominic Manusos UNI professor looking at combining IITEA conference with IACTE. Laura or Sandy will reach out to Dominic to offer assistance on behalf of IACTE.

VI. ACTE Region III Representative Report – Greg Kepner- Region III conference in IL June 12-14 all encouraged to attend. Iowa legislative support for CTE and Perkins. Thank you for everyone who sent letters of support regarding CTE to our legislators. Greg announced early retirement from Indian Hills summer 2019.

VII. DE Liaison Report – Lisa Stange- no report

VIII. Membership Report – Sandy Miller
578 Members as of 3.19.19
1 new member (FCS division), 1 renewal (FCS division) in March for a total of 580 members

IX. Executive Director Report – Sandy M
Registered for SAI Conference, Successful NPS Conference – visited both Senators and all four Representatives or their staff member. Jake Hlas (FFA) led Pledge of Allegiance during opening ceremony. Media Tour Expenses have been finalized and submitted to Region III and Sandy W. NPS expenses have been submitted to Sandy W. Thank you email sent to legislators. Leadership Training was very worthwhile. Kent Seufferer will not attend NPS next year because he has a CTSO state conference conflict. Hand written thank you cards sent to Steven DeWitt (NPS). Hand written thank you cards sent to Jarrod Nagurka and Cindy

Stover for Media Tour contributions. Work for Best Practices Conference is picking up. E-blast sent to all members regarding Region III Conference.

X. Program of Work 2018-2019

A. Member Value and Engagement and B. Professional Development

- Iowa ACTE Conference, Tuesday, September 17, 2019 – Sandy M.
 - ACTE guest Michael Connet
 - Iowa ACTE Conference Planning Committee, Chair is Laura Van Waardhuizen, 1st VP
 - Committee Members – Greg Kepner, Kendra Ericson, Lisa Stange, Sandy W, Sandy M, Susan Seufferer– Business Rep and 2nd V.P., Health – Maureen Weaver, FCS – Courtney Roll and Kendra Gansen
 - Need to confirm reps for Ag, and Ind Tech.
 - Hotel Best Western Premier, 2502 SE Tones Dr., Ankeny
 - Contract with FFA Enrichment Center has been signed
 - First Conference Planning Committee Meeting May 14 4:00 – 5:00?
 - Keynote: John McHugh – working to re-confirm
- Face-to-face board meeting in June 21, at 10am-3pm, DMACC Ankeny campus, building/room TBA? This is for all old and new Reps.
- Region III Conference, June 12-14, 2019, Lisle, IL Registration is open, E-blast was sent to all members. Sandy M. now plans to attend.
- Letter from James Thompson- Has offered to donate a drafting plotter. Sandy will send letter to Greg to follow up on any IITEA educators might be interested in the available equipment.

C. Advocacy and Awareness

- SAI Conference July 31, 2019 Iowa ACTE is registered
- School Board Conference November 20-21, 2019
- ISCA Conference November 4-5, 2019
- Each division announce the upcoming conferences and send exhibitors to Sandy Miller. Our goal is to increase IACTE division representation at the events. Encourage teachers of the year to show case best practices in the classroom. Students attending will receive a stipend. Send division representatives to Sandy Miller.

D. Strategic Partnerships

- NPS Student Organization Rotation – Kent Seufferer- no report
Sandy Warning still waiting for student receipts from two students who attended NPS conference.

E. Innovation

XI. Other business?

XII. Upcoming dates:

Next Iowa ACTE Board Zoom Meeting Time – May 21, 2019, 4:00 – 5:00 p.m.

First Conference Planning Committee Zoom Meeting May 14 4:00 – 5:00

Face –to-face Meeting June 21, DMACC, Ankeny Campus

XIII. Adjourn



Board Meeting Minutes 3.19.19

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

- I. Call to Order – Kendra Ericson
- II. Attendance – Roll call Sandy Miller, Sandy Warning, Greg Kepner, Lisa Stange, Karen Van DeWalle, Laura Van Waardhuizen, Kendra Ericson, Susan Seuferer
- III. Approve previous board minutes 2.19.19 Greg moved we accept, Karen 2nd, passed
- IV. Treasurer’s report –The current balance is \$45,915.22 Sandy Submitted the 990N in February for taxes
- V. Division reports – (Briefly highlight upcoming initiatives/concerns/help needed from Iowa ACTE)
Please email report to Sandy M. prior to the meeting if not attending meeting.
 - IAAE – Karen Van De Walle Meeting next Saturday Conference June 24 -26 with an Ag Experience Tracker class put on by the DE as well as CASE training on Ag Business Foundations Thursday and Friday of same week. Karen will send Sandy M when welcome can happen from Iowa ACTE
 - IBEA – Sandy W shared they are working on conference and their mentor program – need more work on that
 - IFCSE – Laura VW – conference Aug 5-6, want to get more there from Key Leaders, FCCLA SLC is March 31 – April 2 Laura is working on a Say Yes to FCS game and having a “Me a Teacher” Session. 6 People will be “signing” event to become FCS Education Majors next year
 - IHEA – Kendra shared they are reviewing their bylaws.
 - IITEA – Greg shared that Dominic Manusos as UNI is working on rebuilding IITEA and talking about hosting a conference/workshop for them and is working on an updated list serve. This is encouraging!
- VI. ACTE Region III Representative Report – Greg Kepner – Greg forwarded info from Cindy – conference registration is now open. Wednesday is a meeting day and networking and the conference officially starts Thursday. Region III attendees: Greg, Lisa, Kendra,
- VII. DE Liaison Report – Lisa Stange – Positions – Applied Sciences opening closing soon. Info tech interviews are completed – more to come on that position soon. Perkins V work teams are beginning soon and we are working on the transition plan currently. Self studies are in the 2nd year and are going much more smoothly now that year 1 is completed.
- VIII. Membership Report – Sandy Miller
576 Total as of 2.19.19
2 renewals in February for a total of 578 members
- IX. Executive Director Report – Sandy M
No clear date for summer meeting from the doodle so far – Friday June 21
Media tour was a success! Waiting for Jarrod’s final report.
Need to register for SAI conference.
Need to work on conference planning.
- X. Program of Work 2018-2019

A. Member Value and Engagement

- Iowa ACTE Conference, Tuesday, September 17, 2019 – Sandy M.
 - ACTE guest Michael Connet (speaker, not a keynote)
 - Iowa ACTE Conference Planning Committee, Chair is Laura Van Waardhuizen, 1st VP
 - Committee Members?
 - Region III Awards – State winners were advanced to Regional competition March 1
 - Region III Conference, June 12-14, 2019, Lisle, IL Registration is open
 - Key note is John McHugh from Quick Star/Quick Trip
 - Laura VW is chair of planning committee – we will determine a committee and when to meet (2nd Tuesday of month worked last year) Greg has volunteered to be on the committee again, Kendra stays on as past president, Lisa will as the DE rep, Sandy M will be on as well, Susan S will be the business rep,
 - Region III Awards – state winners advanced to region competition
- Be thinking of nominations for 2nd Vice Pres for 2019-2020
- Face-to-face board meeting in July?

B. Professional and Leadership Development

- Leadership session at NPS, Leadership focus during State Leaders monthly Conference Call

C. Advocacy and Awareness

- CTE Day at the Capitol 2020 SAVE the DATE Thursday, February 6, 2020 7:00 – 9:00 a.m. west and south wings of Rotunda, 9:00 – 1:00 whole Rotunda
- Media Tour – Lisa, Greg, Kendra, Karen, Sandy M
 - Sioux City Career Academy, Western Iowa Tech Community College, MMCRU High School, North central Career Academy – Eagle Grove, Western Outreach Center (WOC) – Holland, Waterloo Career Center, Linn-Mar High School - Marion, Kirkwood Community College – Cedar Rapids
 - Funds from DE - \$2000, Funds from Region III - \$1000.
- National Policy Seminar, March 25-27, 2019 – Kent Seuferer and Sandy M
 - HOSA, TSA, FFA, FBLA
- Sandy Miller is going to the NPS leadership
- SAI Conference July 31, 2019

D. Strategic Partnerships

- NPS Student Organization Rotation – Kent Seuferer
- ACTE published Iowa ACTE Fact Sheet – Lisa and Sandy M

E. Innovation

- XI. Other business? Laura VW moved that we give Sandy M a Stipend of \$1000 for the work she did on the media tour and gave of her time. 2nd by Susan Seuferer. Motion passed.
- XII. Next Meeting Time – April 16, 2019, 4:00 – 5:00 p.m. Laura/Kendra will talk about when to begin conference planning (May 14th?) Sandy W and Sandy M will work on the save the date.
- XIII. Adjourn



Board Meeting Minutes 2.19.19

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

- I. Call to Order – Kendra Ericson
- II. Attendance – Roll call – Sandy Miller, Laura Van Waardhuizen, Dan Kiley, Kendra Ericson, Greg Kepner, Shannon Smith, Lisa Stange, Susan Seufferer, Kelsie Engelken
- III. Approve previous board minutes 12.18.18 and 1.15.19. Susan moved to approve the meeting minutes from both meetings. Shannon 2nd Passed
- IV. Treasurer’s report – Sandy Warning gave a report last month with a balance of \$44,425.34. We are doing well!
- V. Division reports – (Briefly highlight upcoming initiatives/concerns/help needed from Iowa ACTE)
Please email report to Sandy M. prior to the meeting if not attending meeting.
 - IAAE – Karen Van De Walle – no report
 - IBEA – Shannon Smith – IBEA would like to have reciprocal booths at our conferences. IBEA is Sept. 29-30 at Holiday Inn Merle Hay (exhibits on the 30th). Shannon is going to check to see if Sandy can give greetings. Great idea to have each division have a booth at IACTE Conference
 - IFCSE –Kelsie Engelken – Spring Key Leader meeting is this Saturday to finalize things for August 5 -6 conference.
 - IHEA – Maureen Weaver – no report
 - IITEA – Dan Kiley – no report – Grant Wood is trying to get things moving and work through consortiums. Greg shared that there is a person from UNI that would be interested in helping out.
- VI. ACTE Region III Representative Report – Greg Kepner –State of Union CTE was not mentioned, but Alisha Hyslop was quoted in NY Times talking about WBL experiences. Region III report submitted to VP Cindy Stover. Shared growth, ACTE Conference attendance, Advocacy events, CTE Day at the Capitol, NPS and Media Tour.
- VII. DE Liaison Report – Lisa Stange – We have hired 2 new staff persons with CTE. Jeffrey Fletcher is our new Accountability person. Katy Blatnick-Gagne is our generalist and Health Sciences person. Interviews for Information Technology are underway.
 - a. Lisa also reported on the Region III teacher shortage grant. It is being finished up and the committee is getting ready for a proposal for phase 2. More to come!
- VIII. Membership Report – Sandy Miller
IFCSE paid for the 116 they said they were sending. IAAE paid for 157, 29 short of what I thought they were submitting so 574 total members
+ 1 Health
+ 1 FCS
576 Total as of 2.19.19
- IX. Executive Director Report – Sandy M

- CTE Day at the Capitol, Feb 7, 9:00 – 3:00 a.m.
 - 145 registered from 23 schools and CTSOs to attend CTE Day at the Capitol with an additional 80 FCCLA members attending FCCLA Day at the Capitol so 225 total! The school cancellations across the state due to the ice storm, allowed 8 displays with 45 people in attendance.
 - Governor Reynolds signed a proclamation in the rotunda declaring February as CTE Month!
- Media Tour March 11 – 14
 - Sites have been confirmed, Day 1 Sioux City area WITCC and Sioux City High School, Day 2 MMCRU and Eagle Grove, Day 3 Aplington Parkersburg and Waterloo, Day 4 Linn Mar and Kirkwood
 - Working to establish itinerary at each site
 - Jarrod Nagurka is attending from ACTE, flying in Sunday, March 10, returning Friday, March 15
- Iowa ACTE conference
 - Save the date was included in CTE Day at Capitol email to all members.
- Biennial Report was submitted to Iowa Secretary of State, Jan 30, 2019
- Bylaws revision – Lauren Lessels, ACTE, is reviewing the three page narrative I sent her regarding revision along with Lisa’s comments regarding my narrative.
- 501(C)4 to a 501(C)3 – I am working with Lauren Lessels in changing our IRS status. LeAnn and ACTE was willing to send our situation to their lawyer, Paula, and cover 1 hour of her time on this matter. If Iowa needs additional time with Paula beyond that it would have to be paid by Iowa ACTE. Lauren forwarded the information about our organization’s status to Paula.

[Here is Paula’s recommendation on next steps:](#)

1. The affiliate has to set up a new corporation with a slightly different name and with c-3 purposes.
 2. It has to get a new EIN.
 3. It can then shut down the old c-4 and transfer its assets to the new c-3.
 4. The new c-3 adopts bylaws that mention c-3 but otherwise look like their old bylaws.
 5. ACTE includes the new c-3, with the new EIN, on its next listing of affiliates included on its annual group exemption update that it sends the IRS.
- [Essentially you will need to set up a new corporation, and then once complete, ACTE can include you on our group tax exemption.](#)

X. Program of Work 2018-2019

A. Member Value and Engagement

- Iowa ACTE Conference, Tuesday, September 17, 2019 – Sandy M.
 - ACTE is sending Michael Connet to be our guest.
 - Formation of Iowa ACTE Conference Planning Committee, Chair is Laura Van Waardhuizen, 1st Vice President -- Each division needs to send their conference planning division person and their contact to Sandy Miller by the next meeting (3/19) at the latest. Greg Kepner will help Laura.
 - Membership is selected by Chair and approved by the Board.
 - Region III Awards – information is due in the portal March 1. Any state winner wanting to update their information in the portal may do so until the end of February. – Dana has emailed those people and contacted them all. If you have a person that won at the state level, please remind them to get their information in the portal and update if needed.
 - Region III Conference, June 12-14, 2019, Lisle, IL
- Be thinking of nominations for 2nd Vice Pres for 2019-2020

- Budget Caps Sign-on Letter , Jarrod Nagurka – Sandy M. There is a need to raise the budget cap for nondefense discretionary programs, which includes education, because unless Congress acts by the end of FY 2019, there may be significant Perkins reductions and it would eliminate any chance of increasing it. Organizations, not individuals are asked to sign on to a letter to Members of Congress. Sandy would like our approval to sign on. Lisa moved that we sign on as an organization. Susan 2nd. Motion passed.
- Face-to-face board meeting in July.... Wed., July 10???? -- Sandy will send out a Doodle

B. Professional and Leadership Development

- Duties of IACTE Representatives –sample revised from IAAE, see attachment – Lisa Stange & Sandy W – we can review this summer at the face-to-face

C. Advocacy and Awareness

- CTE Day at the Capitol 2020 SAVE the DATE Thursday, February 6, 2020 7:00 – 9:00 a.m. west and south wings of Rotunda, 9:00 – 1:00 whole Rotunda (we could do breakfast!)
- Media Tour – Lisa, Greg, Kendra, Karen, Sandy M
 - Lisa, Jarrod Nagurka, Sandy M.
 - Rent a car and purchase insurance?
 - Funds from DE - \$2000, Funds from Region III - \$1000.
- National Policy Seminar, March 25-27, 2019 – Kent Seuferer and Sandy M
 - Four Zoom meetings with students completed
 - HOSA, TSA, FFA, FBLA
 - Sandy has reserved a hotel and registered students. ACTE provided a reduced registration fee. Students will also attend the Swiss Embassy Event. Students have booked flights. Students should have plenty of money to fund their whole trip with the \$1000 we allow per student.

D. Strategic Partnerships

- NPS Student Organization Rotation – Kent Seuferer – all four zoom meetings are done. Kent is making a flyer for all. ACTE gave us an \$80 student plus 10% off of each student (regular fee) with the Swiss Embassy event included! Rooms were full for Crystal City Marriot. Now they will be at a less expensive hotel with breakfast.
- ACTE published Iowa ACTE Fact Sheet – Lisa and Sandy M -- ACTE is working on it and printing 25 for us.
- [Article](#) in DE Newsletter about CTE Day at the Capitol

E. Innovation

- XI. Other business? – Sandy got an email from Dara Knudtson to create an IBEA window cling – looking for the logo that has all of the division logos. She'd like us to help pay for this and split costs. Idea is to look into this and talk about it this summer.
- XII. [Next Meeting Time – March 19, 2019, 4:00 – 5:00 p.m.](#)
- XIII. Adjourn – at 5:07 PM by Kendra Ericson

Respectfully submitted, Lisa Stange, Secretary



Board Meeting Minutes 1.15.19

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

- I. Call to Order – President, Kendra Ericson, called the meeting to order at 4:08.
- II. Attendance – Roll call
Voting Members Present: Kendra Ericson, Greg Kepner, Karen Van De Walle, Susan Sueferer
Non-voting members Present: Sandy Warning, Sandy Miller
Voting Members Absent: Laura Van Waardhuizen, Lisa Stange, Courtney Roll/ Kelsie Engelken, Shannon Smith, Maureen Weaver, Dan Kiley
- III. Approve previous board minutes 12.18.18 No quorum.
- IV. Treasurer’s report – Sandy Warning Balance \$44,425.34
- V. Division reports – (Briefly highlight upcoming initiatives/concerns/help needed from Iowa ACTE)
These can be emailed to Sandy M. prior to the meeting, especially if a rep. cannot be in attendance.
 - IAAE – Karen Van De Walle
Working on outstanding debt for IAAE. Forgave 2014-2016 outstanding invoices.
A new policy that agriculture educators will not be able to attend the IAAE Summer Conference if they have past conference and/or packet invoices of the calendar year. Membership flyer is being developed. Conf. June 23-25 2019. Membership swag items to be given at conference are being considered.
Additional programs to our conference: AET Conference. CASE training for ABF.
XLR8 Conference: 12 Ag Teachers attended. The program promotes value as being an Ag teacher. Helps with teacher burn out. The program is extended from NAAE XLR8.
Kent has a link on DE website that shows all the CTSO in the state of Iowa.
I attended a webinar by Pat this morning on RPP Myth busters. It was great and I think we should all attend if possible.
 - IBEA – Shannon Smith – No report; Sandy Warning reported that IBEA is creating a mentor program modeled after the Ag mentor program.
 - IFCSE – Courtney Roll or Kelsie Engelken – No report
 - IHEA – Maureen Weaver – No report; Kendra Ericson reported that the conference is planned for June. IHEA has an updated website created by a new vender.
 - IITEA – Dan Kiley – No report; Greg Kepner reported that there is a new person at UNI that wants to bring back the IITEA organization.
- VI. ACTE Region III Representative Report – Greg Kepner reported that Doug Major, Oklahoma, was elected ACTE President-elect. In November there was a legislative report sent to all members. The Region III Conference is in Lisle, IL, June 12 – 14, which is near Chicago.
- VII. DE Liaison Report – Lisa Stange – No report.
- VIII. Membership Report – Sandy Miller

- **603 Members** which is a **New High!** No new members have been reported since last meeting. Still waiting for IFCSE and IAAE payment.

IX. Executive Director Report – Sandy M

- CTE Day at the Capitol, Feb 7, 9:00 – 3:00 a.m.
 - An Email was sent to every Iowa ACTE member containing: Google form registration link, Informational letter, Capitol map, sample phone call with legislator
 - Governor proclamation? Request has been made to have signing in Rotunda, contact with office has been confirmed, waiting for a reply
 - As of 1.15.19, seven responses in Google with 24 attending in addition to 150 FCCLA Day at the Capitol attendees.
- Media Tour March 11 – 14
 - Cindy Stover suggested renting a vehicle and purchasing insurance, saves miles and people can ride together.
 - Tentative sites have been selected, Day 1 Sioux City area WITCC and Sioux City High School, Day 2 MMRU and Eagle Grove, Day 3 Aplington Parkersburg and/or Grundy Center and Waterloo, Day 4 Linn Mar and Kirkwood
 - Goal is to get contact information and locations confirmed by January 22 and have admin confirm back to us by January 31.
- Iowa ACTE conference
 - Save the date was included in CTE Day at Capitol email to all members.

X. Old Business:

Program of Work 2018-2019

Member Value and Engagement

Professional and Leadership Development

- Duties of IACTE Representatives –sample revised from IAAE – Lisa Stange & Sandy W **Sandy Warning will send out this document to all board members for use.**

Advocacy and Awareness

- CTE Day at the Capitol – Sandy M
Thursday, February 7, 2019, 9:00 a.m. – 3:00 p.m., All four Wings of Rotunda are reserved, Please spread the word and attend! It would be great to have all Board members in attendance! **Discussion was had regarding inviting the Senators and Representatives to some kind of a reception. It was mentioned that at one time Iowa ACTE hosted an Ice Cream reception.**
- Media Tour Committee – Lisa, Greg, Kendra, Karen, Sandy M
- National Policy Seminar, March 25-27, 2019 – Kent Seufferer and **Sandy M reported that everything is going as planned to prepare for NPS with four students planning to attend. We had our 1st Zoom meeting yesterday. Students not in attendance at the Zoom meetings are required to view the tapped Zoom session and have a 30 minute discussion with Kent prior to the next Zoom session. This year all student delegates will be at least 18 years of age. IACTE supports each student with up to \$1000 to be reimbursed for their NPS expenses. Kent is doing a great job preparing the students. Sandy will work with Steve DeWitt for student registration.**
 - First of four Zoom meetings with students was 1.14.19, Three more to follow.
 - HOSA, TSA, FFA, FBLA
 - Sandy will get hotel for students – 2 males 2 females this year, Students make flight, Sandy will help students register
- NPS Student Organization Rotation – Kent Seufferer

Strategic Partnerships Innovation

- XI. New Business
- Biennial Report Notice – Due to Secretary of State by April 1 – Sandy M will take care of filing this report.
 - Mileage reimbursement – Sandy M The board gave a voice of approval to Sandy to request payment for miles related to Iowa ACTE business.
 - Be thinking of nomination of 2nd Vice Pres for 2019-2020 People with board experience would be the most helpful to the board.
 - Advocacy Events for 2019-2020 Support was given to attend the same advocacy events as in the past.
 - Iowa ACTE Fact Sheet – Lisa and Sandy M The part of the fact sheet submitted by us is being worked on at the Dept. of Ed.
- XII. Other New Business? None was submitted.
- XIII. Next Meeting Time – February 19, 2019, 4:00 – 5:00 p.m.
- XIV. Adjourn



Board Meeting Minutes 12.18.18

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 Assoc.

- I. Call to Order – Kendra Ericson called the meeting to order.
- II. Attendance – Roll call Sandy Warning, Sandy Miller, Kendra Ericson, Greg Kepner, Karen Van De Walle, Maureen Weaver, Shannon Smith, Kelsie Engelken, Lisa Stange, Kent Seufferer
- III. Approve previous board minutes 10.16.2018 and 11.20.18 Motion made by Greg to approve both unapproved minutes, Maureen 2nd, Motion passed.
- IV. Treasurer's report – Sandy Warning - Next treasurer's report may be in January. Sandy W. reported that she is still collecting conference payments from three more people.
- V. Division reports – (Briefly highlight upcoming initiatives/concerns/help needed from Iowa ACTE)
These can be emailed to Sandy M. prior to the meeting, especially if a rep. cannot be in attendance.
 - IAAE – Karen Van De Walle Membership numbers were turned in last week.
 - IBEA – Shannon Smith Next board meeting in Feb.
 - IFCSE – Courtney Roll Next Key Leaders meeting will be in Feb. Conference will be in Ames, August 5 - 6, with the theme: FCS, Framework: Picture This.
 - IHEA – Maureen Weaver Updating bylaws, Conference will be June 26 - 28 at Prairie Meadows, theme: Promotion of Excellence and Health Care Education, www.healthed.org for registrations, Early bird registration ends in Feb.
 - IITEA – Dan Kiley No report.
- VI. ACTE Region III Representative Report – Greg Kepner
 - June 12 -14, 2019 in Lisle Illinois. Call for Region III Proposals was sent in Eblast to all members. They are still accepting proposals – deadline was extended.
 - ACTE Conference - Sandy Miller and Lisa Stange attended the Region III Policy Meeting. Lisa, Greg, Kendra, Susan and Sandy attended the Region III meeting.
 - Board of Directors voting is still open -- please vote!
- VII. DE Liaison Report – Lisa Stange
 - CTE Presidential Scholar Nomination process update
Presidential Scholar timeline from last year:
End of December, those nominated by Iowa were notified to expect an invitation to apply.
January 23, 2017 An invitation via email and mail was sent from the national level to each nominee with an invitation to apply.
Mid-April the semifinalist list was posted.
First full week of May - Scholar list was posted.
 - Jeff Fletcher has been hired to fill the opening of Accountability, an offer has been extended for the generalist position and the Industrial Tech offer should be going out soon
 - Kent has been working hard on NPS – more to come!
 - Self studies have started coming in and are being worked on
 - Contract has been signed for the standards approval process and meetings will begin in mid-January
- VIII. Membership Report – Sandy Miller
 - **598 Member** names given to Sandy M. before the meeting today, Dec 18, 2018 plus 5 IBEA members from Sandy Warning during the meeting. **Total membership is 603!** This is a new high! See Exec director Report.
- IX. Executive Director Report – Sandy M
 - QAS Award was received at VISION, Sixth year in a row.
 - Bylaws help from ACTE – Lauren Lessels after maternity leave and VISION
 - Upcoming events – CTE Day at the Capitol, Feb 7 and Media Tour March 11 – 14
 - 8 people have confirmed attendance

- Please talk this up and reach out to your divisions

X. Program of Work 2018-2019

Member Value and Engagement

- Voting for ACTE members will open Nov 30, 2018 and closes December 31, 2018

Professional and Leadership Development

- Duties of IACTE Representatives –sample revised from IAAE – Lisa Stange & Sandy W
- Career Tech VISION , November 28 – Dec 1

Advocacy and Awareness

- CTE Day at the Capitol Thursday, February 7, 2019, 9:00 a.m. – 3:00 p.m., All four Wings of Rotunda are reserved, Please spread the word and attend! It would be great to have all Board members in attendance!
 - **Please let Sandy know if you will be in attendance at the Day at the Capitol as a board member.**
- Media Tour Committee– Lisa, Greg, Kendra, Karen, Sandy M
 - **Media Tour** – Sandy – will be inviting Cindy Stover to our next ZOOM meeting.
- National Policy Seminar, March 25-27, 2019 – Kent Seuferer
 - HOSA, TSA, FFA, FBLA
 - **NPS** – Kent – 2 students already have their forms signed. Waiting for the other two. Calls will be set up starting in January. The calls will likely be at 7 PM. Calendar invites will come out the next couple of weeks.
- NPS Student Organization Rotation – Kent Seuferer
 - Kent also discussed the updated rotation to remind affiliates to look at so we can vote on the new rotation in early spring.

Strategic Partnerships

Innovation

XI. Next Meeting Time – January 15, 2019

XII. Adjourn



Board Meeting Agenda 11.20.18

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

- I. Call to Order – Kendra Ericson 4:04
- II. Attendance – Roll call
 - a. Kendra Ericson, Sandy Miller, Lisa Stange, Kent Seuferer, Susan Seuferer, Karen VanDewalle.
- III. Approve previous board minutes 10.16.2018
 - a. There is no quorum so the minutes are tabled until the next meeting.
- IV. Treasurer’s report – Sandy Warning - Next treasurer’s report may be in January
- V. Division reports – (Briefly highlight upcoming initiatives/concerns/help needed from Iowa ACTE)
These can be emailed to Sandy M. prior to the meeting, especially if a rep. cannot be in attendance.
 - IAAE – Karen Van De Walle - Had representatives at the IASB and ISCA meetings
 - IBEA – Shannon Smith - no report
 - IFCSE – Board meeting recently and set conference date for Aug. 5 and 6 in Ames. Trying a new format for better attendance.
 - IHEA – conference is set for summer. They are reviewing their bylaws currently.
 - IITEA – no report
- VI. ACTE Region III Representative Report – Greg Kepner
 - Call for Region III Proposals was sent in Eblast to all members - Due on December 15.
 - Report is submitted for the QAS award that we will get at VISION.
- VII. DE Liaison Report – Lisa Stange
 - CTE Presidential Scholar Nomination process update – five nominees have been submitted to Director Wise to submit to Nationals.
 - The Bureau has completed interviews for the Generalist and the Accountability positions. It is hoped to have people on board by January. The Ind. Tech position has closed and interviews will be happening soon. The Information Technology position has been reopened.
 - We have gotten the first Self Studies in and they will be reviewed soon. Thank you all for your hard work on this process.
- VIII. Membership Report – Sandy Miller
 - **409 Members** names have been given to me by Nov 20, 2018 (116 IFCSE members included. They will send payment shortly)
 - 278 Membership count as of Oct 16, 2018
 - 116 IFCSE members
 - 12 members from ACTE – 3 FCS, 2 Bus, 1 Ag, 1 Ind Tech, 5 undeclared
 - 3 members paid as a result of RPP Program Improvement meetings – 2 FCS, 1 Ind Tech
 - IAAE - Still need membership information of members and payment for 2018 – 2019
- IX. Executive Director Report – Sandy M
 - QAS Award will be received at VISION, Sixth year in a row.
 - Bylaws help from ACTE – Lauren Lessels after maternity leave and VISION
 - Advocacy Events completed – ISCA Conference, IASB Conference
 - Upcoming events – CTE Day at the Capitol, Feb 7 and Media Tour March 11 – 14
 - Advocacy Fund Application form has been written to be used with Travel Expense Claim form. Sandy has developed a form for payment.
- X. Program of Work 2018-2019
Member Value and Engagement

- Welcome email sent to new members
- Voting for ACTE members will open Nov 30, 2018 and close December 31, 2018

Professional and Leadership Development

- Duties of IACTE Representatives –sample revised from IAAE – Lisa Stange & Sandy W
- Career Tech VISION , November 28 – Dec 1
 - Voting Delegates – Kendra, Greg, and Susan, alternate – Sandy M. Sandy will pick up tickets
 - Leadership Breakfast –Lisa, Susan, Greg, Kendra, Kelli, Pradeep, Sandy M.
 - 93 Iowans are registered
 - Media Tour meeting with Jarrod Nagurka at 4:30 on Thursday (Sandy will review her schedule to see if that can be changed.)

Advocacy and Awareness

- CTE Day at the Capitol Thursday, February 7, 2019, 9:00 a.m. – 3:00 p.m., All four Wings of Rotunda are reserved, Please spread the word and attend! It would be great to have all Board members in attendance!
- Media Tour – Lisa, Greg, Kendra, Karen, Sandy M – In progress. We have a map of ideas and two ideas for two different “tours” to possibly do. More coming later
- National Policy Seminar, March 25-27, 2019 – Kent Seufferer
 - HOSA, TSA, FFA, FBLA
- NPS Student Organization Rotation – Kent Seufferer presented a new rotation based on Service areas so they have the freedom to collaborate within their area and/or another group to go in their place. This wouldn’t start until March 2020.

Strategic Partnerships

Innovation

- Twitter Account has been established “IowaACTE”

- XI. Other business – Bylaws reading of Articles—Everyone needs to review and then we can work on revising. Sandy is discussing these with Lauren Lessels in the near future.
- XII. Next Meeting Time – December 18, 2018
- XIII. Adjourn



Board Meeting Minutes 10.16.18

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

- I. **Call to Order** – Kendra Ericson
- II. **Attendance** – Kendra Ericson, Sandy Miller, Susan Seufferer, Greg Kepner, Karen Van Da Walle, Lisa Stange
- III. **Approve** previous board minutes 7.30.2018 – Moved by Susan Seufferer, seconded by Greg Kepner to approve minutes as approved. Motion carried.
- IV. **Treasurer’s report** – Sandy Warning - \$45,631.61 treasury balance
 - Audit Review – moved by Kendra Ericson, seconded by Susan Seufferer. Motion carried.
- V. **Division reports** – (Briefly highlight upcoming initiatives/concerns/help needed from Iowa ACTE)
 - **IAAE** – Karen Van De Walle – submitted five applicants for presidential scholar, had discussion about CTSOs travelling. PAS conference is the time as NPS; therefore, students could not attend. There is no change to this calendar year.
 - **IBEA** – Susan Seufferer - IBEA’s fall conference, “CTE: Putting the Pieces Together,” was held September 30-October 1 at Holiday Inn Northwest in Urbandale. Teachers had the opportunity to take ASK Certification exams prior to the start of the conference. There were 95 registered attendees. We used the Sched app. Shannon Smith will be serving as the business representative to IACTE. Business Program Management Committee met September 12 in Des Moines. Currently, the Information Solutions/Computer Programming is participating with the Business Program Management Committee. Pat Thieben is working on getting that Program Management Committee started.
 - **IFCSE** – Courtney Roll – no report
 - **IHEA** – Kendra Ericson – held a recent meeting, looking at bylaws for needed updates, looking at committees to see who would serve as IACTE rep
 - **IITEA** – Dan Kiley – no report
- VI. **ACTE Region III Representative Report** – Greg Kepner – Region III is requesting us to fill out a Teacher Shortage Project survey. He shared it with us to share with 1st-3rd year teachers. We did mock interviews with Region III award winners in preparation of the next level of interviews.
- VII. **DE Liaison Report** – Lisa Stange – Still have four openings in CTE Bureau.
 - CTE Presidential Scholar Nomination process update – Greg shared that there are many high-level applicants (total of twelve). Thank you to everyone. We identified 5 quality candidates for the Director to move forward as Iowa nominees. The students then get an invitation from the national level to apply.
 - There are 4 openings at the CTE Bureau. Three have been posted or re-posted and two closed this week. They will be moving on them as soon as DAS and HR reviews the applicants. Our hope is to get new people in as soon as possible.
 - RPP’s have their Multi-year plan updates in and most have met to review the first round of Program Self Studies and send them to the state for approval. Be sure to check with our consultants if you have questions. We are available to schedule a visit in person or via ZOOM.
- VIII. **Membership Report** – Sandy Miller
 - 278 Members paid this year

- Need membership information of members and payment for 2018-2019 from IFCSE & IAAE.

IX. Executive Director Report – Sandy M – attached

- QAS - The Iowa Region III report has been submitted by Sandy Miller.

X. Program of Work 2018-2019

Member Value and Engagement

- Iowa ACTE Conference follow-up – Kendra, Sandy W., Sandy M.
 - Survey results and financials – Sandy Warning – Total income \$22,877; total expenses \$9,760; profit \$15,53. 31% of registrants paid via PayPal.
 - Keynote - Katherine Leggett, Future Ready Iowa
 - ACTE attendee - Alisha Hyslop – heard many positive comments
 - Registrations – 156 registered
 - Exhibitors - \$2,915.00
 - Non-profit Exhibitors
 - Next year Conference Date Tuesday, September 17, 2019
- 2nd Vice President Election results – Greg reported that the online vote elected Susan Seuferer.

Professional and Leadership Development

- Duties of IACTE Representatives –sample revised from IAAE – Lisa Stange & Sandy W – Sandy has updated the schedule of events, but hasn't gotten together with Lisa. Tabled for future meeting.
- Career Tech VISION , November 28 – Dec 1
 - Voting Delegates – Kendra, Greg, and Susan, alternate – Sandy M.
 - Leadership Breakfast – Pradeep, Lisa, Susan, Greg, Kendra, Sandy M.
- Discounted rates end October 26

Advocacy and Awareness

Set up prior to exhibit times listed.

- Iowa School Counselor Association (ISCA) Conference Monday and Tuesday, November 5-6, 2018 Prairie Meadows Conference Center, Altoona, Exhibit times Monday, November 5, 8:00 a.m.-3:30 p.m. (Ag, Ind Tech & Bus); Tuesday, November 6, 8:00 a.m.-Noon (Bus)
- Iowa Association of School Boards Conference (IASB) Wed, November 14, 3:30-5:00 p.m. (2 Ag & Bus); Thursday, November 15, 9:00-2:00 p.m. (Ag & Ind Tech); Community Choice Credit Union Convention Center - Iowa Events Center, Des Moines
- CTE Day at the Capitol Thursday, February 7, 2019, 9:00 a.m.-3:00 p.m., All four Wings of Rotunda; , 7 teachers have committed
- Media Tour – Lisa, Greg, Kendra, Karen, Sandy M – committee will meet in November.
- National Policy Seminar, March 25-27, 2019 – Kent Seuferer
 - HOSA, TSA, FFA, FBLA

Strategic Partnerships

- ACTE Quality Association Standards Application – Greg and Sandy M

Innovation

- Twitter Account has been established "Iowa ACTE" –Sandy M

XI. Other Business – Bylaws reading of Articles I – V.

XII. **Next Meeting Time** – November 20, 4:00-5:00 p.m.

XIII. **Adjourn**

Executive Director Report

Board of Directors Directory was updated with names and contact information and sent to board and website.

Membership Report: There are 278 current Iowa ACTE members. IFCSE and IAAE members are still pending from their summer conferences. Iowa has 301 ACTE members.

Iowa ACTE Best Practices Conference It was a success! Sept 17, 2018, FFA Enrichment Center, Ankeny, IA; 159 Registered, 22 Exhibitors, 12 Non-Profit exhibitors, 8 of 9 CTSOs exhibited; Jeremy Varner and Pradeep Kotamraju spoke at opening session; Sponsors were Dept of Ed, Kuder, Cengage/National Geographic Learning; Keynote speaker – Kathy Leggett, Future Ready Iowa; ACTE speaker – Alisha Hyslop, “Perkins V”; 28 Concurrent Sessions; Exhibitor BINGO cards with prizes given; Awards were presented; We cross-promoted membership in concert with conference registrations in result of 47 new or renewed memberships; SCHED app was used successfully; Save the Date Sept 17, 2019 Iowa ACTE Best Practices Conference, Keynote John McHugh, Kwik Trip

Quality Association Standards Award – This optional award application, due October 15, was successfully submitted on October 11. This is a 40+ page application which is meant to provide each state association a way to self-evaluate and improve practice.

Division Conferences: PowerPoint and greetings along with an exhibit table were brought to each division conference throughout the year by the Executive Director; IFCSE –FCS division conference: August 5-7 at Gateway Inn and Conference Center, Ames; IBEA – Business division conference: Oct 1st at Holiday Inn, Merle Hay Road

ISU – Presentation was given on August 27 to ISU FCSED students about IACTE/ACTE.

Website updates: 2018-2019 Board of Directors and Executive Committee names and contact information uploaded; CTE Presidential Scholars information; 2018-2019 IACTE Membership Form

ACTE Career Tech VISION – Voting Delegates were registered. Leadership breakfast delegates will be registered BY Nov. 1.

Iowa School Counselors Conference (ISCA): Nov 5-6 at Prairie Meadows Convention Center, Altoona. Monday, Nov. 5 Set-up 6:30 – 7:30 a.m., Exhibit Hall Open from 7:30 a.m. – 5:15 p.m. (Ag, Ind Tech & Bus). Tuesday, Nov. 6 Set up 6:30 – 7:30 a.m. Exhibit Hall Open 7:30 – Noon. (Bus)

Iowa Association of School Boards (IASB) conference: Iowa Events Center, Des Moines Booth # 334. November 15, 3:30 – 5:00 with set-up prior to that. (2 Ag & Bus) . November 17 9:00 a.m. – 2:00 p.m., Set-up 8:00 – 9:00. (Ag & Ind Tech)

CTE Day at the Capitol: February 7; 9:00 – 3:00 with set-up prior. So far, 7 teachers have committed! Let’s fill the Rotunda with displays from every division! Spread the word in your divisions. Teachers should register with me.

Represented Iowa ACTE on FCS Program Management Committee; Gave report on activities of Iowa ACTE during meeting Sept 18.

Region III “Report to the Board” Report was submitted October 5, 2018

Discussed with Dahlia at ACTE the need for receiving membership information from ACTE for individuals who do not pay for Iowa dues when paying ACTE dues. Ex. Kendra, Susan

Twitter Account was established: IowaACTE



Assembly of Delegates Minutes 9.17.18

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

Call the Meeting to Order

Kendra Ericson, President

Called to order at 3:30 PM

Roll Call of Delegates

Sandy Miller, Executive Director

IAAE –4, IBEA –4, IFCSE –7, IHEA –1, IITEA –2, Adm –2, Total –20 voting delegates present

Appointment of Parliamentarian

Kendra Ericson

Barb Lemmer was appointed as Parliamentarian

Introduction of IACTE Board of Directors

Kendra Ericson

Approval of the 2018 Agenda

Kendra Ericson

Susan Seuferer moved to approve the agenda, Pat Thieben 2nd, Passed

Approval of Minutes for the 2017 Assembly of Delegates

Lisa Stange, Secretary

Sandy Warning moved to approve the minutes Dan Kiley 2nd, passed

Treasurer's Report for the 2017-2018 Fiscal Year

Sandy Warning, Treasurer

Sandy Presented the Treasurer's report. New look with Quickbooks

Beginning balance was \$29,369.63 – balance at end of year was \$34,829.98

All checks have cleared and she is ready to submit for audit

Standing Committee Reports

Committee Chairperson(s)

- Audit Review

Sandy Warning

- Awards and Scholarships

Dana Lampe

Written report submitted

Reminded the division representatives that CTE Presidential scholars are due the end of the month. Each division can submit their top 5 to be evaluated.

Dana moved to accept the report. Passed

- Conference Planning

Sandy Miller, Sandy Warning & Kendra Ericson

159 registered - up from previous years

Higher numbers for vendors this year

Big thank you to Sandy Warning and the conference team!

Sandy Miller moved to accept the report. Passed

- Membership

Sandy Miller

600 members

We are up from 485 last year!

Currently Sandy only has names from IHEA for 2018-2019.

Given the interest in Perkins and RPPs -- Pradeep suggested a session via ZOOM that is paid

Sandy Miller moved to accept the report. Passed

- Policy Development

Greg Kepner



No new policies currently but the goal is to review and revise the bylaws Let Greg know if you are interested
Greg moved we accept the report. Passed.

- **Communications** Greg Kepner
We rely heavily on the liaisons for communicating
Utilize the website as well as our Facebook page
Tweet often and also read Techniques
Greg moved we accept the report. Passed.
- **Nominating** Greg Kepner
Susan Seuferer has been nominated as 2nd Vice President
We are always looking for willing and able bodies to be a part of the board. Greg moved we accept the report.
Passed.

Reports from Division Representatives

- **Agricultural Education (IAAE)** Karen Van De Walle
Written report submitted
Karen moved to accept the report. Passed
- **Business Education (IBEA)** Susan Seuferer
Written report submitted
Susan moved to accept the report. Passed
- **Family and Consumer Sciences Education (IFCSE)** Courtney Roll
Written report submitted
Courtney moved to accept the report. Passed
- **Health Education (IHEA)** Kendra Ericson for Maureen Weaver
Written report submitted
Kendra moved to accept the report. Passed
- **Industrial Technology Education (IITEA)** Dan Kiley
Written report submitted
Dan moved to accept the report. Passed

2018 ACTE Region III Conference

Greg Kepner, Region III Representative

Oral report given. We had 22 Iowans in Wisconsin for Region III. Next year it is in Lisle, ILL. June 12-14th
Proposal link is now open. Barb Lemmer and Greg Kepner received the Award of Merit this summer. March 11-14 is our Media tour with Jarrod Nagurka from ACTE helping us. Region III gave us dollars to help sponsor. The Iowa DE has also committed dollars to this effort. Lisa will be our Region III VP starting in July.
Greg moved to accept the report. Passed

Executive Director's Report

Sandy Miller

Written report submitted.
Sandy moved to accept the report. Passed

New Business

- **Proposed Budget for the 2018-2019 Fiscal Year** Kendra Ericson
Proposed budget presented. Sandy Warning highlighted some additions for advocacy events if people need support to come.
Laura VW moved we approved the budget. Matt May 2nd. Passed



- 2nd Vice President nomination

Kendra Ericson

It was asked if there was due diligence to get nominations.
Kelli moved that we accept the slate. Passed
An election ballot will be sent to all members to follow Bylaws.

Adjourn the Meeting

Kendra Ericson

Thank you to Alisha Hyslop for coming. Meeting adjourned at 4:41 PM

Respectfully submitted,
Lisa Stange, secretary

Executive Director Report for House of Delegates Meeting 2018

Dear Assembly of Delegates:

Our 2017-2018 year has been a tremendous success, thanks to our members and dedicated leaders!

We have modeled our program of work after ACTE's program of work/strategic plan to include the following five focus points.

1. Member Value and Engagement

Membership: We had 600 dues-paying members, which was 20% over our goal and 115 more than the previous year. We continually work to increase membership. IAAE – 148 members, IBEA – 133 members. IFCSE – 152 members, IHEA – 96 members, IITEA – 23 members, Administration – 34 members, 14 undeclared.

Division Conferences: Greetings from Iowa ACTE were brought to each division conference throughout the year by the Executive Director. Support of our many programs and activities comes from members understanding the purpose and significance of each. Continuing to build relationships and give support to divisions is a priority.

- Continually updated membership files.
- Iowa has a National CTE Presidential Scholar – Hermela Gebremariam, Fairfield HS, business student! This shows our process worked! Six of 10 nominees advanced as semi-finalists. One of 3 national scholars from our state is a CTE scholar!
- Spoke to ISU FCSED 206 class about Iowa ACTE/ACTE.
- Collaborated with ACTE to complete Iowa Fact Sheet.
- Exhibited at 2018 Region III National Association of Agriculture Educators (NAAE) conference, June 18 at Kirkwood Community College.
- Worked with each division to locate volunteers for all IACTE committees, future advocacy events and to identify duties of representatives.
- Presented Iowa ACTE update to Region 10 AEA FCS teachers at their advisory board meeting.



- Sent E-blasts to members about upcoming opportunities.
- Utilized Iowa ACTE Facebook page to communicate past and future Iowa ACTE events.

ACTE Member Awards and Scholarships – Have you nominated someone for an award? Please nominate your outstanding colleagues for these Iowa ACTE and ACTE National Awards

For Members:

- New Teacher of the Year
- Teacher of the Year
- Teacher Educator of the Year
- Administrator of the Year
- Career Guidance
- Postsecondary Teacher of the Year
- Carl Perkins Community Service Award
- Lifetime Achievement Award

For Students:

- CTE U.S. Presidential Scholarship

Iowa Awards only:

- Iowa ACTE Oran Beaty Leadership award
- 2017 David Bunting Iowa ACTE Teacher Preparation Scholarship was given to Ellisa Russ, Agriculture Education.
- Iowa Region III Award of Merit 2018 given to Greg Kepner and Barbara Lemmer

2. Professional and Leadership Development

Leadership continues to be integral to our future! So many CTE teachers are both outstanding educators and leaders! If everyone takes a turn at leading then together we can continue to creatively showcase, advocate for and strengthen the CTE field at large. Serving on a committee or volunteering to showcase student learning is simple enough and makes a huge difference in our organization. Take the lead to showcase student learning.

Professional Development: Iowa ACTE 2017 Conference themed “Best Practices” was held September 19, 2017 at the FFA Enrichment Center on the DMACC campus with over 150 attendees, 17 exhibitors, 6 non-profit exhibitors and 28 sessions. Presenters showcased their best practices for all to be inspired and model. Keynote speaker, DJ Corson, and ACTE President Elect, Rebecca Cox, put the finishing touches on an invigorating conference.

The 2018 Iowa ACTE 2018 Conference is planned for Sept 17 at the FFA Enrichment Center, Ankeny, with 155 Registered, 22 exhibitors with 24 tables and 12 non-profit exhibitors, including eight of the nine CTSOs. Kathy Leggett, Future Ready Iowa, will keynote while ACTE speaker, Alisha Hyslop, will inform attendees about Perkins V. Jeremy Varner and Pradeep Kotamraju will also bring greetings from the Dept of Ed. Iowa Department of Ed, Kuder and Cengage/National Geographic Learning are conference sponsors.

ACTE VISION conference: Iowa ACTE was awarded the 2016-2017 Quality Association Standards Award in Nashville, Tennessee. This award is for state associations that meet the quality standards set by ACTE. Congratulations to all!



ACTE Region III Conference was held in June in La Crosse, WI with 22 Iowa ACTE members in attendance including board of director members Greg Kepner, Lisa Stange, Kendra Ericson, Dana Lampe, Laura Van Waardhuizen, Dan Kiley and Sandy Miller. *The Many Faces of CTE* was the theme. The conference provided many opportunities to attend great sessions, network and tour industries. Lisa Stange and Greg Kepner began their terms July 1, 2018 as Region III Vice President elect and Region III Rep, respectfully. Dana Lampe served as Region III Awards Chair and Greg Kepner and Barbara Lemmer each received the Region III ACTE Iowa Award of Merit. Four of our five award nominees attended the conference.

3. Advocacy and Awareness

A huge thank you to all the educators and students who showcased high quality CTE this past year at one or more of these advocacy events! Your efforts are greatly appreciated! You make a difference!

Advocacy Efforts attended throughout the year showcased high quality CTE student learning at the following events.

- **School Administrators of Iowa Conference – August 2, 2017**
- **Iowa School Counselor Association – November 6-7, 2017**
- **Iowa Association of School Boards – November 15-16, 2017**
- **CTE Day at the Capitol – February 7, 2018**

By filling the Rotunda with CTE students and displays, many legislators were engaged in CTE dialogue. Governor Kim Reynolds signed a Proclamation declaring February as CTE Month with CTSO students and CTE leaders surrounding her desk.

- **National Policy Seminar – March 4 – 7, 2018** Caleb DeKoster - Skills USA, Jaxon Sirowy - BPA, Peyton Schmitt - FFA and Isabelle Warner - FCCLA attended and told their CTE stories to all legislators or staff. Lisa Stange led four Zoom meetings to prepared students for NPS. Iowa ACTE supported the four students with up to \$1000 each for their NPS expenses.

Upcoming Advocacy Events:

- IASB (Iowa Association of School Boards) Conference Wed and Thursday, November 14, 3:30 – 5:00, November 15, 9:00 – 2:00 Iowa Events Center, DM
- ISCA (Iowa School Counselors) Conference , November 5 - all day, November 6 - morning only, Prairie Meadows

4. Strategic Partnerships

- Iowa ACTE Best Practices Conference – 155 registered, 22 exhibitors with 24 tables, 12 non-profit exhibitors including many Iowa CTSOs, 28 Sessions presented showcasing CTE best practices.
- Department of Ed, Kuder and Cengage/National Geographic Learning sponsor 2018 Iowa ACTE conference
- David Bunting sponsors the CTE Teacher Preparation Scholarship.

5. Innovation

- Team with ACTE's, Jarrod Nagurka, for Iowa/ACTE Media Tour March 11 – 15, 2019.
- Invited Universities with CTE majors to come to our conference to share advanced degree programs.
- Membership and active participation on Region III CTE Teacher shortage grant
- Utilize SCHED app for Iowa ACTE Conference schedule.



Respectfully Submitted,

Sandra Miller

Iowa Association of Agricultural Educators Report for IAACTE House of Delegate Meeting - 2018

Ag. Ed. Conference was held at the FFA Enrichment Center – June 25-27th

Award Winners:

Outstanding Early Career Teacher – Dan May
Ideas Unlimited Award – Sarah DeBour
Teacher Turn the Key Award – Jen Westphal
NW Outstanding Young Member – Kylie Miller
NC Outstanding Young Member – Heidi Hahn
NE Outstanding Young Member – Kiley Baerg
Outstanding Administrator Award – Jamie Christiansen

New Board of Directors of 2018-19:

President Elect – Alan Spencer of Red Oak
Secretary – Randi Koehler of Lawton-Bronson
NC Vice President – Betsy Becker of Algona
SW Vice President – James Shughart of Harlan
NE Vice President – Tammy Schnieders of West Delaware
IAACTE Representative – Karen Van De Walle of Summer-Fredericksburg

IAAE has 167 paid active members, four associate members, 24 new members, four NAAE life members, two retired members, six retired IAAE members only and two student members for a total of 209 members...as of August 15, 2018.

We've continued the statewide initiative to implement the Curriculum for Agricultural Science Education (CASE) and have approximately 75% of Iowa's Agricultural Educators CASE certified in at least one course. Many teachers have multiple CASE certifications. An undergraduate/first year teacher CASE Introduction to Agriculture, Food and Natural Resources institute was again conducted. Many agricultural educators received a STEM Scale-Up Program Grant to attend an institute and/or purchase equipment and materials needed to implement a CASE course.



Iowa was the host the NAAE Region III Conference in Cedar Rapids, at Kirkwood June 18th-20th. We had 24 in attendance for this event from Iowa.

IAAE Board of Directors approved to have a financial review to be completed by Meriwether, Wilson and Company, PLLC. We will apply for non-profit status after January 1, 2019. Motion to pay for the review at August 8th Board Meeting.

IAAE has implemented a mentor/mentee program. For the first two years of teacher mentees are matched with a mentor. This is year 3 of the program. We implemented this to promote retention of ag teachers. Mentor/Mentee Conference in fall and meetings at the IAAE Conference in the summer. Planned topics and conversation starters are given monthly. Finally videos on current topics are posted on our Iowa Ag Teacher Facebook page.

Relief Fund nominations for two IAAE members emailed to NAAE.

Elisa Russ, from New Hampton, has been selected for the Upper Division Agricultural Education Scholarship from the National Association of Agricultural Educators. Russ is studying agricultural education at Iowa State University.

A Teach Ag Day signing event took place Monday afternoon at the State FFA Leadership Conference. Nearly 30 future agricultural educators were recognized.

Upcoming activities:

September 17th IACTE Conference in Ankeny

September 20th – Teach Ag. Day – hosted in Johnston, Iowa.

September 22nd Board Meeting in Ankeny

November 16th – Golden Owl Award nominations due.

November 27th – Ag. Ed. Summit in San Antonio, Texas

November 28th – Dec. 1st – NAAE National Convention in San Antonio, Texas

Respectfully submitted,

Karen Van De Walle

IAAE - IACTE Representative 2018-2020

IBEA Report to IACTE Delegates



The IBEA conference is scheduled for September 30-October 1 at the Merle Hay Holiday Inn. Trisha Hopper is our President-Elect and in charge of the conference.

We offered seven two-day professional development workshops this summer for graduate credit. These were held throughout the state on various topics. Several teachers took advantage of these opportunities.

Our program management team continues to meet three times per year to promote business education and offer professional development opportunities. A new business teacher mentoring program is being implemented this school year.

Respectfully submitted by Susan Seufferer, IBEA Representative

IFCSE Annual report to House of Iowa ACTE Delegates 2018

IFCSE held their annual conference on August 5-7 in Ames at the Gateway Hotel. The theme was Breakout with FCS with over 120 FCS educators attending. Sunday night members heard from ACTE's Rachel Gonzalez followed by breakout box round tables. Breakout sessions and networking were held throughout the conference as well as Ames tours. The awards ceremony was held on Monday night. The following are the award winners: Brea Baumhover FCS Student of the Year; Katie Brouwer Outstanding New Educator; Darlene Fratzke Friend of FCS; Joan Stekl Teacher of the Year; Dana Einck Teacher of the Year; Julie DeBower Lifetime Achievement.

Earlier this year IFCSE helped send Isabelle Warner and her adviser, Kristin Rockhill, from West Lyon High School attend the National Policy Seminar in Washington D.C.

In November IFCSE will hold their fall key leader meeting to begin planning their annual conference.

IHEA president's annual report

IHEA is proud of all our educators for preparing students for the workforce in various health care fields. Our work as health educators is important so that we can guide our students to explore, experiment, and dedicate themselves to meaningful work. IHEA had another successful year of providing quality education and activities for healthcare educators and students across the state.

IHEA Annual Conference was held May 31-June 1, 2018 at the Prairie Meadows Conference Center in Altoona, Iowa. The theme was "Health Educators Making Connections". We were pleased to bring three different tracks to meet the needs



of all entities of health educators. The tracks were health education, leadership and simulation. We worked collaborately with Iowa Community College Simulation Committee. This was attended by 103 members. Awards and Scholarships were given to: Megan Gangestad from Western Iowa Tech Community College and Alexa Losee from SWCC. Educator of the Year was awarded to Brenda Wimmer, Teacher of the Year was awarded to Lora Knaack both of Western Iowa Tech community College.

The 2019 IHEA conference will start with a simulation day hosted by the Iowa Community College Simulation Committee to be held on June 26 and on Thursday and Friday, June 27-28, 2019 IHEA will host their annual conference.

The IHEA board is working on updating the IHEA by laws and updating the iowahealth.edu website to make it user friendly.

Capitol Day: Community College Day at the Capitol March 5, 2019 from 9:00 to 3:00 in the West and South wings of the Rotunda.

HOSA Iowa HOSA's Board of Directors recently hired Dawn Fichter as the Executive Director. Dawn has created a user-friendly website, www.iowaHOSA.org, a redesigned and updated constitution and additional programming support for local chapter advisors.

HOSA Fall Leadership Conference will be held on October 14-15, 2018 at the Courtyard by Marriott in Ankeny. This educational conference will give students the opportunity to learn more about health education and the 2018-2019 competitive events and curriculum updates for the Spring Conference held on March 17-19, 2019 in the Des Moines area.

Iowa delegates can advance to the International Leadership Conference held on June 19-22, 2019 in Orlando, Florida. This conference offers students the opportunity to showcase their skills by competing with students across the United States. Students also have the opportunity to attend Educational Symposium workshops and network with students with similar career goals, and much more.

IACTE Annual Conference: The IACTE Conference will be held at the FFA Enrichment Center, Ankeny in September 17, 2018.

Our goal for IHEA is to continue to increase membership. Help IHEA board members by reaching out to potential members from all health disciplines, from all academic levels of health education. We want to see more high school, health facility educators and 4-year (and beyond) health educators join us and reap the benefits to being an IHEA member! Thank you for all you do for the future healthcare workforce in Iowa. Through collaboration and organization, we believe together we can make IHEA a platform for all of us to be better educators for our students and the communities we serve. Have a happy and healthy year!

Sincerely,

Kelli Flack, MSN, RN

Iowa Health Educator Association President



Industrial Technology Annual Report

September 17, 2018

IITEA is not a functioning organization at this time. Therefore my report is my hopes and wishes for the future of our Industrial Technology organization.

We are organized across the state in Carl Perkins Consortiums and meet at least twice a year in those consortiums. At the same time, the Department of Education is in the process of hiring a new Industrial Technology Director.

My greatest hope is that the Director who is hired by the DOE has outstanding leadership skills and that his first priority is the reorganization of IITEA and that he use the existing structure of the Perkins Consortiums to do so. Each of the consortiums has had leaders within, step forward to lead our small groups.

The consortiums, renamed as districts, could function within the new IITEA, much as the districts or sub-districts function for the state Agriculture Science organization.

Respectfully submitted,

Dan Kiley

IITEA IACTE Representative



Board Meeting Minutes 7.30.18

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

Welcome and introductions

- I. Call to Order – Kendra Ericson called the meeting to order at 9:50 AM at the ICN room of the Grimes State Office Building (Iowa Department of Education). Kendra thanked Greg Kepner for all of the work he did as president the past year.
- II. Attendance – Roll call
 - a. Kendra Ericson, Laura Van Waardhuizen, Greg Kepner, Lisa Stange, Sandy Warning, Karen Van De Walle, Susan Seufferer, Courtney Roll, Dan Kiley, Sandy Miller. Guest: Kent Seufferer
- III. Approve previous board minutes May 15; June 18 no quorum, no official meeting
 - a. Motion to approve the May 15th minutes – Laura VW, Susan 2nd passed
- IV. Annual Treasurer’s report, 2017-2018- Sandy Warning
 - a. Sandy shared the treasurer’s report. She will change the Assets and Equity to equal (she paid a couple of bills lately). She will be sending it to (Margy Warning MBA) auditor for approval.
 - b. Discussion on having a way that people can “donate” their mileage dollars back to the board officially (for tax purposed)
- V. Division Annual reports were submitted orally (and will be available electronically)
 - IAAE – Karen Van De Walle
 - IBEA – Susan Seufferer
 - IFCSE – Courtney Roll
 - IHEA – Maureen Weaver – Kendra shared a review in Maureen’s absence
 - IITEA – Dan Kiley
- VI. ACTE Region III Representative Report – Lisa Stange, Greg Kepner, Laura Van Waardhuizen
 - a. Greg will be our new Region III representative
- VII. DE Liaison Report – Lisa Stange
 - a. There are currently 8 position openings in the CC and WF Division over the next several months. We would encourage those of you who are interested or know of someone who is qualified to apply.
 - b. Registration is open for four in-person focus groups for career pathways in Health Sciences.
 - c. Statewide Future Ready Iowa Summits have been announced. Please check into these so we are sure that CTE is represented.
 - d. Perkins has passed and is now on to the President for signing. Lisa will share a ZOOM to board members for a webinar that ACTE is hosting Thursday.
 - e. HF 648 has changed the way dollars are sent to RPP’s. They are now dispersed versus reimbursed. Consumables are now allowed and must be tied to academic programming. RPP coordinators have information.
- VIII. Executive Director Report – Sandy Miller
 - a. Written report reviewed and submitted

MOTION: By Karen to approve \$1,500 in an Advocacy fund to help pay for substitute, lunches and travel (in that priority) to bring students to the 3 advocacy conferences by application (to be reimbursed after the conference). 2nd Greg Passed.

(Application on google doc: Would your school pay for sub? Would your school pay for transportation? Would your school pay for student lunch? Dollars requested (and category to be noted) receipts required. Submission within 30 days of the event.)

IX. Program of Work 2018-2019

Member Value and Engagement

- Need payment and membership information of members for 2018 – 2019 from each division after division conferences. Who is contact person from each division?
 - IHEA – Kelli Flack
 - IAAE– Carrie Putz
 - IBEA – Sandy Warning
 - IFCSE – Luann Bibler
 - ITEA – Dan Kiley
- Awards Applications due August 31 – Dana Lampe – on our website
 - Sandy/Dana need the names for the awards and scholarship people for each division
 - Chair Dana Lampe
 - Ag – Jon Davis & Ashley Wiebe
 - Busi – Lois Roth
 - FCE – Courtney Teghtmeyer
 - Health Science - Kendra Ericson
 - Ind Tech -
 - Region III – Greg Kepner
- Teacher Preparation Scholarship – Dana Lampe
- Proposed Budget for 2018-2019 House of Delegates will vote on this Sept. 17. – Sandy Warning
 - Motion to approve the budget as proposed – Karen 2ndCourtney Roll passed
- Delegates 32 total and 586 members from division by the end of June memberships
 - IIAE - 8
 - IBEA - 7
 - IFCSE - 8
 - ITEA - 2
 - IHEA – 5
 - Admin - 2
- Committee Structure and Function – see Bylaws and Policies Do we need to address our committee structure?
 - Communication Committee – We have not had a functioning committee in the last few years. We have a facebook page and the IACTE website on ACTE’s website.
 - Policy Committee – This committee has also not met and we need to get the bylaws and policies updated. Sandy Miller recommends we take a page at a time

Overall, we need a “grid” of information that each division representative is responsible for. Suggestion is to add the duties of a representative to our policies. Lisa and Sandy W will work on updating the responsibility list that Barb shared for IAAE.

Professional and Leadership Development

- 2018-2019 IACTE officers and board members – Handout, Need 2nd V.P. – Sandy Miller
 - Susan Seuferer agreed to put her name into nomination

- Duties of IACTE Representatives – Handout sample from IAAE – Sandy Miller (Sandy W and Lisa will update for Iowa ACTE)
- Iowa ACTE Conference, Monday, September 17, 2018 – Kendra, Greg, Sandy M, Sandy W
 - Keynote - Katherine Leggett, Future Ready Iowa – Lisa, Kendra, and Sandy M are meeting with her today.
 - ACTE attendee - Alisha Hyslop
 - Budget
 - Schedule at a Glance
 - Registrations 32 registrations currently – please register!
 - Exhibitors 13 and 15 tables currently
 - Non-profit Exhibitors
 - Caterer - still talking
 - Next year Conference Date – Sandy M will get some dates to ask the FFA Enrichment Center. Kendra suggested we book for the following year as well. Late September is preferable. Sandy will also check to see when the Keynote is available John McHugh.
 - Our next meeting is the 14th from 4 – 5 PM Please look over the schedule and share any suggested changes.
 -
- Career Tech VISION , November 28 – Dec 1
 - Attendees – Greg, Kendra, Susan, and Sandy M (alternate)
 - Voting Delegates? Our Policies say that we reimburse the President, 1st V.P. and 2nd V.P. and if one of these three 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. We have three delegates. (Susan will not need reimbursement.)

Advocacy and Awareness

Set up prior to exhibit times listed. No one has volunteered for August 8.

- School Administrators of Iowa (SAI) Conference (SAI), Wednesday, August 8, 2018, Community Choice Credit Union Convention Center, Des Moines, Exhibits 8:00 a.m. – 3:30 p.m.
- Iowa School Counselor Association (ISCA) Conference Monday and Tuesday, November 6 – 7, 2018 Prairie Meadows Conference Center, Altoona, Exhibit times Monday, November 5, 8:00 a.m. – 3:30 p.m.; Tuesday, November 6, 8:00 a.m. – Noon
- Iowa Association of School Boards Conference (IASB) Wed, November 14, 3:30 – 5:00 p.m.; Thursday, November 15, 9:00 – 2:00 p.m.; Community Choice Credit Union Convention Center - Iowa Events Center, Des Moines,
- CTE Day at the Capitol Thursday, February 7, 2019, 9:00 a.m. – 3:00 p.m., All four Wings of Rotunda
- National Policy Seminar, Arlington, VA – March 25 – 27, 2019 Rotation schedule, Discussion about how many students we should support and how much monetary support we should give each student for 2019 Which board members will attend? -- Kent shared a proposal for including 5 students to include 5 service areas with \$800 of support. Sandy W suggested \$900 support per student. This would give it so that every year someone would be able to represent a service area. Everyone is to bring the new schedule to their board for discussion to implement in 2019/20

Strategic Partnerships

- ACTE Quality Association Standards Application - QAS! We got the award at Region III this summer. Sandy M and Greg will work on this.

Innovation

Media Tour – March 11-14, 2019 Discussion and Committee Selection

Be sure to connect to the new OCTAE director – Scott Stump and Iowa DE CTE media person – Heather Doe

COMMITTEE for Iowa CTE Media Tour: Sandy Miller, Lisa Stange, Greg Kepner, Karen Van De Walle, Kendra Ericson

- X. Other business?
- XI. Future Meeting Times – House of Delegates at Conference from 3:30 -4:30 on September 17th Please send Sandy your annual summary by September 12th.
 - a. Third Tuesday of every month 4 – 5:00 p.m. –we will keep this as is for now Lisa will set up ZOOM invitations and invites to the board.
- XII. Adjourned at 3:35 by President Kendra Ericson

Respectfully submitted,

Lisa Stange