



**Iowa ACTE Board
Meeting Minutes
7/31/2023
9:00AM-3:30PM**

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>IPACE</i>	<i>Iowa Postsecondary, Adult and Career Education</i>
<i>IWBL</i>	<i>Iowa Work Based Learning</i>

Iowa Association of Community College Trustees/Community Colleges for Iowa
855 E Court Avenue, Des Moines, IA 50309
Board Room, 9:00 AM – 3:30 PM

IACTE Board Training by Kristen Bandy at 9:00 am.

Code of Conduct and Conflict of Interest Policy and Disclosure Statement
IACTE Representative Responsibilities by Month – handout Bylaws/Policies
All forms were signed by those present.

- I. Call to Order – Ashlee Spannagel
 - A. The meeting was called to order at 8:55 am.
- II. Approval of agenda
 - A. It was moved by Tara Troester and second by Jen Westphal to approve the agenda.
Motion Carried.
- III. Attendance – Roll call
 - A. Present: Laura VanWaardhuizen, Nancy Johnson, Doralene Abdel-Halim, Tara Troester, Ashlee Spannagel, Sandy Warning, Jen Westphal, Marjorie Lane, Karen VanDeWalle, Cale Hutchings, Emily Logan, Sandy Miller and Kristen Bandy.
- IV. Approve previous IACTE Board Minutes 5/22/2023
 - A. It was moved by Karen Van de Wall, second by Jen Westphal to approve the minutes of May 22, 2023. Motion Carried.
- V. Treasurer’s Report
 - A. 2022-2023 Annual Treasurer’s Report - Sandy Warning
 - B. The Treasurer’s Report is ready for audit.
- VI. Division Reports – Each division needs to prepare a written Annual Division Report and send it to President Ashlee Spannagel and Kristen Bandy by September 1, 2023.
 - A. IAAE – Jen Westphal
 - Currently we have 260 Ag programs, 289 instructors, and 85 post-secondary instructors.
 - 33,000 ag ed students.
 - They had excellent attendance at their state conference.
 - There are 289 secondary instructors, and 85 Post-secondary instructors. For a total of 374 instructors.
 - 15 community colleges have an Ag Program.
 - 4 Universities in Iowa with a Teacher Education program.

- 33,000 Ag Education students.
 - 240 Ag Teachers attended our annual conference.
 - We currently have 5 openings in Iowa secondary schools.
- B. IBEA – Barb Schult
- The IBEA Conference “One Teacher: Many Hats” will be held September 17-18, 2023. The dates align with the ACTE Conference. The IBEA conference will be held at The Courtyard by Marriott in Ankeny.
 - There has been no response from the IBEA awards chair.
 - Business Education Teacher Mentoring Program:
<https://www.ibeaonline.org/business-teacher-mentoring-program>.
- C. IFCSE – Marjorie Lane
- Our conference is next week, including pre-conference session for new FCS teachers
- D. IITEA – Vacant
- Cale Hutchings report. They are still uncertain of unification. They are moving away from having a one day conference in one location.
- E. IPACE – Emily Logan
- We are working to establish bylaws and recruit members. The directors met for a retreat and started to work on longer projects and plans. We meet every two weeks to discuss strategies and award nominations. There is lots of work around behind the scenes.
 - There is a new president from Indian Hills.
 - We are ramping up getting information out.
- F. IWBL – Tara Troester
- Nothing new since May. Meetings were paused for the summer April 22, 2023, for conference
- VII. Standing Committee Reports
- A. Audit Review – No Report
- B. Awards and Scholarship – Barb
1. Iowa ACTE Award applications and David Bunting and Sandra Miller Scholarship applications are due August 1
- C. Conference Planning – Ashlee Spannagel
1. The conference planning committee will be meeting after this meeting to discuss details.
- D. Membership – Ashlee Spannagel & Kristen Bandy
1. We anticipate more conversations in the future and coordinating with ACTE.
- E. Policy Development – Karen Van De Walle – no report
- F. Communications – Karen Van De Walle – no report
- G. Nominating – Karen Van De Walle
1. We received a name for second Vice President.
- VIII. ACTE Region III Representative Report – Laura VanWaardhuizen
1. Four candidates for VP elect are being interviewed today. There has not been a Region III meeting since Laura joined the board.
- IX. Ex-officio Reports

- A. DE Liaison Report – Cale Hutchings
 - 1. July was the official launch for the reorganization of the executive branch.
 - 2. Day to Day activities won't change.
 - 3. Hiring the CTE FCS position is on indefinite hold.
 - 4. New director Mackenzie Snow is interested in every student having opportunities and a deep dive into meaningful credentials. She is taking a look at what we are offering and will push for opportunities to earn valuable credentials.
 - 5. The DE is on board to help with conference support.
- B. Executive Director Report – Kristen Bandy
 - 1. Report
- X. Unfinished Business
 - A. IACTE Conference – Ashlee Spannagel , Kristen Bandy & Sandy Warning
 - 1. Keynote – Katie Becker - JLG Architects Minneapolis, MN - CTE: A Roadmap for the Future of Education
 - 2. ACTE representative – Kelly Diemer
 - 3. Dept of Ed – Sponsorship – DE needs list of items that sponsorship will cover. This will be discussed this afternoon.
 - 4. Registration \$125 Member, \$240 Non-member by Sept 12, 2023
 - 5. Call for Proposals
 - 1. They are encountering a challenge for getting proposals from people who are not vendors. They currently have 27 proposals.
 - 6. Exhibitors – No CTSOs have been invited yet. The link is up for vendor sign up.
 - 7. House of Delegates Numbers -The number of delegates for each division will be communicated to us at a later date.
 - 8. Hotel – Residence Inn by Marriott Ankeny, 151 SW Main St., Ankeny, 515.446.7300, \$149 per night
 - 9. Caterer – Joni Bell, Great Caterers of Iowa
 - 10. The Equity Pre-Conference is not being presented
 - 11. We need additional board members to assist on the committee due to the loss of outgoing board members. We need two or three more members for the conference committee. Cale Hutchings will help.
 - B. Program of Work 2022- 2023 – Kristen Bandy
 - 1. Modifications and changes and comments should be made soon for next year's program of work. Perhaps a media tour could be added to it. An Ad Hoc committee may be formed in the spring to plan it for next year since Kristen is in her first year. We can maybe do something smaller this year.
 - 2. Discussion was held on options for advocacy. We will have a conversation about future program items.
 - 3. We discussed advocacy from a Policy perspective.
 - 4. Inactive committee structure can serve as the vehicle for this.
 - C. IACTE hosting table at division conferences and divisions hosting table at IACTE Conference guidelines and policy.

1. Iowa ACTE is allowing divisions to have tables at the Best Practices Conference. The biggest concern is that meal cannot be free.
- XI. Nominating Committee - Immediate Past President (Karen) and Past Presidents Need 2nd V.P. nominations due to the Board from committee by Friday, July 21st. (60 Days prior to Conference) see above
- XII. New Business:
- A. Advocacy
 1. SAI - School Administrators of Iowa - August 2, 2023
 2. IFCSE - Iowa Family & Consumer Sciences Educators -August 3, 2023
 3. IBEA - Iowa Business Education association - September 18,2023
 4. IACTE - September 19, 2023
 5. ISCA – Iowa School Counselors Conference, November 5-7, 2023
 6. IASB Conference – Iowa Association of School Boards Conference, November - 15-16, 2023
- XIII. Discussion was held on the value of unification and retaining membership. Each division needs to know how they are going to communicate with their membership the benefits of ACTE.
- A. Proposed Draft Budget 2023-2024 – To be voted on at House of Delegates Meeting Sept 19
 - B. Policies update
 1. IHEA is vacant in at this point due to withdrawal. We will put it on hold to avoid changing the by-laws at this point.
 - C. CareerTech VISION
 1. We may need three Voting Delegates which can be covered by people going to the conference.
 2. The conference is November 29-December 2, 2023, and Early bird rates end 8/31. 2023 cost is \$545 ACTE member.
 3. Our policies say we reimburse the 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.
 4. Ashlee will be attending the sessions that Kristen would normally attend since Kirsten is unable to attend Vision 2023.
 - D. Future Monthly Meeting Times
 1. No meeting in December
 2. The meeting will be held from 4:30 – 5:30 on the 3rd Monday of the month.
 - E. Other
- XIV. Adjourn (Conference Planning Meeting to follow) It was moved by Tara Troester and Second by Jen Westphal to adjourn the meeting. Meeting adjourned at 12:38 pm
- XV. Next meeting Aug. 21, 2024, at 4:30 – 5:30 pm.