

Iowa ACTE Retreat
Monday, July 21, 2025
9:30 a.m. - 2:30 p.m.

Present: Kristen Bandy, Kim Dreaden (via zoom), Emily Logan, Susan Krantman, Amanda Brink, Jeff Henderson, Jen Westphal (via zoom), Glenda Seward, Sarah O'Rourke, Amanda Tow, Tara Troester, Laura Van Waardhuizen, Cale Hutchings, Chris Dzurick (via zoom)

2025-2026 Iowa ACTE Board

Executive Director	Kristen Bandy
Past President	Kim Dreaden
President	Marjorie Lane
First Vice President	Emily Logan
Second Vice President - nominee	Susan Krantman
Secretary	Amanda Brink
Treasurer	Jeff Henderson

Division Representatives Present

IAAE	Jen Wesphal
IFCSE	Glenda Seward, Sarah O'Rourke, Amanda Tow
IITEA	TBD (Cale is the contact for this group)
IPACE	Shawn Peck
IWBL	Tara Troester
Region III Representative	Laura Van Waardhuizen
DE Liaison	Cale Hutchings
Other	Chris Dzurick

Today's Agenda

- 9:30-9:45 Welcome and Introductions
Call to Order 9:36 am - Emily Logan leading the group today
- 9:45-10:00 Executive Director, Kristen Bandy
- [IACTE Board Committees Document](#)-
Please be active in the committees to which your role has been assigned.
 - HOD numbers and participants per division -include date and time - Kristen
 - September 9, 4:00 p.m.-5:30 p.m.If you are a division rep, an email doc will be sent out by Kristen to get numbers, etc., before the HOD - Ex. The email will note how many members need to be in attendance. That information will be sent by division reps
- 10:00-11:15 Strategic Plan with Chris Dzurick
- [Link to data](#)
Key Points Overview

- https://docs.google.com/document/d/1BngxGwE1pjP_WYKmPg_U_6RJDwRqG1FrbzozjzIMRUEE/edit?tab=t.o
Link to video
- <https://youtu.be/YQhU5OdHIDA>

11:15-11:30 Revisit Iowa ACTE Social Media Strategy

- [Document from 2024](#)

Discussion:

Social Media is a big role. Should we have a designated role for this? What would this look like?

Possibly look at a student Internship to fill the role - future marketing or CTE educators?

Financial flexibility? Scholarship to complete. What goals are behind this?

Start small: Facebook? We have a presence on FB and Instagram now.

Laura is recovering the password. Use award winners to create content?

Bi-monthly posts, create content w/ schedule in mind - set up a simple contest?

Goal: Share who we are and what we do.

Amanda Tow - Laura will work together to create posts - Start small.

11:30-12:00 Lunch with [May 2025 Minutes](#)

Motion to Approve: Tara T.

2nd: Kim D

Approved - Yes

12:00-1:00 Past President, Kim Dreaden

- By-laws update

By-laws were approved with a 2/3rds vote. Will be posted to the website.

Updated by-laws will be linked to minutes moving forward.

- Discuss treasurer's salary increase by \$200 at the board retreat, and HOD approves it in Sept.

Currently at \$1,000 - Make flat \$100 per month which would equal \$1200.

A need to monitor membership and income divided out appropriately. Tax filings need to be looked at more in-depth. This will be included in the budget presented to HOD.

Tara - **motion** to increase treasurer's salary and take to HOD vote in Sept.

Amanda Tow - 2nd

Approved

- Charging non-members for IACTE-sponsored events - Kim

- Discuss and possibly vote
How to treat membership vs. non-membership? Whatever activity we hold as an association, there needs to be a distinction between cost for member vs. non-member. Communication going directly to membership about events for free. Webinar: charge for non-member, member free. This could be done on a case-by-case basis; for each event.

*IBEA wants a rep to attend, but is not unified. Sept 30 & Jan 27 date - asked to have a rep from Ia ACTE join - our board could say no - say a rep from CTE dept at Iowa DE could support - Or do a show of goodwill and see if they would join again. Kristen will join Sept 30 zoom. Defer to DE for January.

- 1:00-1:30 Awards Update- Tara and Jen
Goal was to discuss how and when we provide awards. Handed out in June. Challenge, individuals aren't moved to Region III until next summer, then the following fall for National.
Option: State due Dec, Announce in Feb @ CTE Day capital, Celebrate at state conference
Timeline and Advancement from Divisions to Iowa to Region III
- Conversation/decision about how to move forward to be timely with Region III and VISIONS

- 1:30-2:00 Board meeting dates/times - Marjorie/Emily
- Discuss the following:
 - Keep to every other month board meetings, with the off month devoted to committee work, or go back to monthly meetings.
 - Day of the week- Trying to minimize conflicts (ACTE State Leader Zooms are third Wednesday at 3 p.m.).
 - Start time- Keep at 4:30 p.m. or move up to 4 p.m.?
 - Suggestions on how to make our meetings more efficient and meaningful. Value of board meetings every other month: Pros/cons? Enjoyed month in between for committee work - EOM was sufficient - Kim had great structure during board meetings -
Propose to keep the meetings EOM with off month for committee meetings
Day and Start time:
For efficiency: Approvals & voting at end if possible - Heavy topics at the beginning -
Share any suggestions w/ Kristen, Marjorie, or Emily

- 2:00-2:20 Division Reps serve as liaisons between their division and IACTE- Kristen
- Support each other
 - Keep each other up to date on current trends, issues, and happenings
 - Simple as sharing IACTE meeting minutes with the division

- [Division talk topics](#)

2:20-2:30 Any additional topics, questions, wrap up

Future Events

- [New State Association Leaders Webinar Series](#) Begins September 2
- [Best Practices](#) for CTE Admin, September 24-26, St.Louis, MO
- [Post Secondary CTE Summit](#), October 5-8, Austin, TX
- [CareerTech Vision 2025](#), December 9-12, Nashville, TN
- Work-Based Learning Conference, April 2026
- National WBL Conference, April 29 to May 1, 2026 (Rhode Island)
- Iowa ACTE Friday, June 19, 2026, Altoona, IA
- Region III June 15-17, Menomonie, Wisconsin at UW–Stout