



***Iowa ACTE
Board Meeting
Agenda
May 21, 2025
4:30 PM***

CTE: Learning that Works for Iowa

IAAE	Iowa Association of Agricultural Educators
IFCSE	Iowa Family & Consumer Sciences Educators
IITEA	Iowa Industrial Technology Educators Association
IPACE	Iowa Postsecondary, Adult and Career Education
IWBL	Iowa Work-Based Learning

- I. *Call to Order* – Kim Dreaden
Time: 4:30 pm
- II. *Attendance* – Roll call - Amanda Brink
 - a. Present:
Kimberly Dreaden, Marjorie Lane, Emily Logan, Laura VanWaardhuizen, Shawn Peck, Jen Westphal, Tara Troester, Cale Hutchings, Amanda Brink, Kristen Bandy, Jeff Henderson
(New treasurer)
*Quorum Established
- III. *Approval of Agenda* -Kim Dreaden
Motion: Marjorie
2nd: Jen
Approved
- IV. *Treasurer's Report* - Kent Storm
 - a. Budget
 - b. Updates: Kim shared the current balance as of 4/30/25.
The group discussed the treasurer's report which included a goody bag tradition for Region 3. Laura will cover it this year. Asked for \$50-75 for Region III conference. It will be put in the budget next year. Jeff Henderson was introduced as the new treasurer starting July 1. Conferencing invoicing will go through Kent until the transition is completed.

New Business:
- V. *Meeting before Retreat May Vs June*
 - a. *July 21, 2025 Board Retreat (Iowa Valley - Grinnell Campus)*

Times and details will come later
 - b. *September 9, 2025 via zoom HOD 4:30-6:00 PM*
- VI. *Perkins V Stakeholder Draft* - Kristen Bandy, Cale Hutchings, and Laura VanWaardhuizen

- a. Update: Webinar Date
Updates went out to all IA ACTE members through a series of emails - no webinars were sent out.

Past Business: Updates

VII. Ad hoc Committee: ByLaws - Kim Dreaden

- a. Bylaws will be emailed out for review and a vote (6/2). Need a $\frac{2}{3}$ vote to pass; brings us up to current practices and general operations.

VIII. *Strategic Plan Work - Kristen Bandy*

44 responses as of today

The price was \$1600 to gather data and analyze. Kristen detailed the data collection and analysis process, which will include benchmarking against three state associations and a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis. A report is expected by July 21.

A discussion was held around who was sent the survey and how some have not received it. This prompted an inquiry about how the survey was distributed to different groups.

IX. Ad hoc Committee: CTE Learn Relicensure Credit - Tara Troester

- a. Update

X. IACTE Conference Vendor - Kristen Bandy

- a. IASB opportunity

Group discussed the value of having them as an Iowa ACTE as a vendor at the conference, with concerns noted about the \$900 cost and limited return on investment. Possibly look into rotating attendance every other year while finding alternate engagement strategies. Jen and Marjorie suggested that the presence of the organization at the conference, even if not immediately apparent, could be of benefit in the long run. The group agreed to adjust the budget to accommodate this change and explore ways to make their presence more impactful at future conferences. Starting in 2026, Iowa ACTE will attend IASB every other year.

Motion: Jen

Second: Shawn

Approved

XI. ACTE Region III Representative Report – Laura VanWaardhuizen

Encourage people to attend the Region III Conference and get award winners in.

XII. Awards and Scholarship Committee - Tara Troester and Jen Westphal

- a. Update

All awards for the conference have been arranged, including two merit award winners. There is a new initiative where award winners' plaques will be designed secretly by a classroom at one of the winning schools.

- XIII. Conference Planning Committee - Marjorie Lane
- a. [Update](#) (See update)
 - b. Approaching 30 exhibitors, including CTSOs. An \$800 door prize donation from a Snap-on Representative has been secured.
 - c. The planning committee discussed conference logistics, including exhibitor hall layout, sponsorships, and registration numbers. 91 registered attendees and confirmed two general session sponsors, four meal sponsors, and 4 CTSO tables in the exhibitor hall. The committee agreed to organize food service in the Skinner Ballroom to improve traffic flow, and Tara suggested using Prairie Meadows' insurance certificate as a backup option to expedite the process.
- XIV. Membership Committee - Kim Dreaden
- a. Discussion around ways to distinguish between members and non-members at various activities. There will be a vote at the retreat.
 - b. Update: IBEA
 - i. Members Vs. Non-member activities and \$\$ (e.g., CTE Day @ the Capitol)
 1. Rep on their board.
 - ii. Vote at the retreat.

Discussion: A request was considered from Iowa BEA for an Iowa ACTE member to serve on their gatherings twice a year in an informational capacity. The board agreed to find someone to attend these meetings, with Emily expressing support for building bridges with Iowa BEA. Kristen also inquired about the necessity of an additional representative when division reps already have the responsibility of reporting back to their divisions monthly.
- XV. *Ex-officio Reports*
- a. DE Liaison No Report – Cale Hutchings

No recent hiring movements or job postings. No finalization of Perkins Plan. Expressed thanks for the efforts to get the info out about Perkins V as many CTE educators have given feedback
 - b. Executive Director [Report](#) - Kristen Bandy

See attached report
- XVI. *Division Report Highlights*
- a. IAAE
 - i. *State convention was just held April 14-15 at Iowa State. There was a record attendance of over 7,000 members and guests.*
 - ii. *NAAE Region 3 will be held June 16-18 at Morningside in Sioux City this summer.*
 - iii. *IAAE will be held June 23-26 at the Enrichment Center.*

- b. IFCSE - Awards close this past Friday. Registration is continuing to be pushed out, and a good set of vendors and breakout sessions are set.*
- c. IITEA - No report (Vacant) Kimberly has had several conversations with Greg. Still trying to set up a meeting date.*
- d. IPACE - No report (One in April)*
- e. IWBL - No Report (One in April)*

XVII. Apr [Minutes](#) Approval

Motion: Shawn

Second: Jen

Approved

XVIII. Adjourn

Final Reminder: Board members put July 21st, September 9th, and June 18th in their calendars for upcoming meetings and events.

Adjourn at 5:30 pm