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|  | **Board Meeting****Minutes****8.29.17** | 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

I. Call to Order

II. Attendance – Roll call

Sandy Miller, Lisa Stange, Courtney May, Teri Peterson, Kelli Flack, Greg Kepner, Laura VanWaardhuizen, Brad Colton, Kendra Ericson, Sandy Warning

III. Approve previous board minutes – July 10, 2017 – Lisa Stange -- Teri moved to approve. Brad seconded. Approved.

IV. Treasurer’s Report – Sandy W.

Will have one the end of the quarter.

V. Board Officers and Membership 2017 – Sandy M.

Sandy announced that we have a full slate of officers. 1st VP Kendra Ericson 2nd VP Laura VW…are there additions to the other division representatives? IBEA will know their person when it comes to their conference. Sandy M. will reach out to Dan. Lisa can reach out to Andy Wermes as well.

VI. Division Reports (briefly highlight upcoming initiatives/concerns/help needed)

* IAAE – Courtney May – National Ag Ed Educators Association is in Dec. Hosting region III at Kirkwood in June. National FFA convention is in Indianapolis in Oct. in Indianapolis. At the State Fair they had Iowa Ag Educators to promote teach Ag in the Ag building on the second floor.
* IBEA – Kyle Kuhlers (absent) Sandy W – Conference is Oct 22/23 in DM starting a membership drive. Sandy W will be spearheading. Laura VW is interested in checking it out. Sandy M wants to bring greetings and Sandy W will let her know. (We want to bring a table too)
* IFCSE –Laura VanWaardhuizen – Key leader meeting Oct 7. Initially they wanted August for their conference next year. FCCLA Fall Leadership Rally is Oct 2 and clusters are happening in November
* IHEA – Kelli Flack, Teri Peterson – Conference is May 29/June 1. Wrapping up last years and getting their meetings ready for next year.
* IITEA – Dan Kiley – Skills is looking for a new director – it is on their website.

Laura suggested that we put things out about the CTE teacher Pipeline at next year’s state fair – Courtney will get some pictures. Laura will look into it with Lisa for next year.

VII. Region III Representative Report – Lisa Stange

* CTE Teacher Shortage ACTE Opportunity Fund Application

VIII. DE Liaison Report – Lisa Stange

* CTE U.S. Presidential Scholarship Nomination Process

Lisa presented a process for nominations. Brad moved that we follow this process. Courtney seconded. Approved. Sandy will get this on the website and representatives will communicate with their divisions. Lisa will communicate with the consultants.

* National Policy Seminar, March 5-7, 2018, Skills USA, FFA, BPA Secondary, FCCLA

IX. Program of Work

* Audit Review (Administrative)
	+ Audit books 2016-2017 -- At the House of delegates the books will be approved for audit.
	+ QuickBooks for Sandy W, $199 Laura moved we purchase this for Sandy. Lisa 2nd. Approved.
	+ 501(c)4 to 501(c)3 process – Sandy x2 When they looked to Quickbooks for $50, we could not because we are not non-profit so the Sandy’s will work on this after conference. They worked with ACTE and IRS. They would go through the same process and revise the articles of incorporation. We can’t just join under ACTE so we need to re-work it.
* Professional Development –
	+ Iowa ACTE Conference
		- Schedule at a Glance – Greg – shared the final schedule --
		- Registration Numbers – Sandy Warning 65 currently (not all board is registered) A booth is registration for those who are exhibiting
		- Exhibit numbers – Sandy M. – 16 (and 2 more tables) Plus we have a sponsor (Kuder) for $350 Sandy M is working on another sponsor. We are well above our income with these this year! Get logo to Sandy W
		- Non-profit exhibit numbers – Sandy M. - We have 7 non-profits!
		- House of Delegates Meeting
			* **Annual Division Reports to be given** at House of Delegates Meeting due Sunday, Sept 17 to Sandy Miller—Please send those to Sandy M by Sunday the 17th. Check with your prior person on the board or ask Sandy M and she can send you an example.
			* Annual IACTE Executive Director Report –
			* House of Delegate Members – Sandy M. --Sandy will tell you the number before the meeting so that you can have people assigned to vote at the meeting. This helps with communication too.
			* Proposed budget 2017-2018 – Sandy W will make that along with annual treasurer’s report
		- Meet at Lisa’s house Monday, Sept 18 at 7:00 p.m. to stuff packets and a BBQ
		- Lisa send directions and address to Teri and Kelli and board
		- Other?
	+ VISION, Nashville, TN December 6-9, 2017.
		- Attendees – Greg, Lisa, Kendra, Laura, Sandy M., Brad
		- Voting Delegates – Kendra, Laura, Sandy M.
* Awards and Scholarship – Dana Lampe
	+ **Each division needs to contact their award winners and have them complete the award process by Sept 1 at midnight**. They need to ask their people what their plans are and if they are going to submit.
* Advocacy – Sandy M. – we don’t have enough people to go to either of these conferences. There is only one for each. Greg said he would send and we will have a sign up place at the table. Lisa will have the consultants send out something too.
	+ Iowa School Counselor Association (ISCA) Conference Monday and Tuesday, November 6-7, Prairie Meadows Conference Center, Altoona,
		- Exhibit times Monday, 8:00 – 4:00; Tuesday, 8:00 – noon
		- We need one more exhibitor for Monday and two for Tuesday.
	+ Iowa Association of School Boards (IASB) Wed and Thursday, November 15 -16, Iowa Events Center, Des Moines
		- Exhibit times Wednesday, 3:30 – 5:00; Thursday, 9:00-2:00
		- We need one more exhibitor for Wed evening and two more for Thursday
	+ CTE Day at the Capitol Wednesday, February 7 – Save the date, advertise in your division, plan to attend

**Tabled rest for next agenda and adjourned by consent. Next meeting: September 19th after conference.**

**Respectfully submitted,**

**Lisa Stange**

* Communication
	+ Questionnaire – Sandy W., Sandy M., Lisa
	+ How do Board of Directors Division Representatives communicate with their members? Email, websites?
* Membership
	+ 134 IFCSE members from conference
	+ 92 IHEA members from conference
	+ 4 in June from ACTE
	+ 2 in July from ACTE
	+ Several memberships coming in from conference registrations
* Policy

X. Other Business

XI. Future Meeting Times Third Tuesday of every month, Sept 19?, October 17, November 20, December 18

XII. Adjourn