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|  | **Board Minutes**  **11.12.15** | *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* |
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1. Attendance - Roll call – Lisa Stange, Barb Lemmer, Dana Lampe, Dan Kiley, Sandy Miller, Kyle Kuhlers, Pat Thieben, Greg Kepner, Diane Cornilsen
2. Approve previous board minutes (Oct. 8, 2015) – Sandy Miller had corrections to the minutes.

Fred is the insurance agent from Forest T. Jones, DeGroot is the correct spelling for ISCA representative, Dean Lange teaches in WDM last minutes. No objections. Stand approved as corrected.

1. Treasurer’s Report – (July 1 – Present) – Sandy Warning sent them out. Barb will send a document that compares actual to budget. We have $32,000 in our account currently. The only memberships we have gotten so far are FCS. Pat asked if Sandy got in touch with the Health Occupations person, Micky Cline. Sandy found an email on the membership list last night and will contact her. Dana tried to go to the Iowa Health Educators website and it wasn’t opening. Divisions don’t seem to be sending dollars unless we ask them. Representatives need to help Sandy to follow up to find out where they are in the process of paying dues.
2. Division Reports (highlight upcoming initiatives/concerns/help needed)
   * IAAE – Jeff Mayes – Barb reported for them. Nothing new other than they have a big group going to New Orleans next week
   * IBEA – Kyle – just had their conference. 120 members were there. Date set for next year’s conference in October but he didn’t have the exact date. Dana shared that they just started an interest-based mentor project. Young entrepreneurship showcases of successful young business people ZOOM webinars are being done. Trying to take care of the free certification tests (similar to PLW, CASE, ProStart). Dana will be bringing her administrator to get LinnMar on board with the other
   * IITEA – Greg Kepner or Dan Kiley – Dan was unable to go to their last meeting. Still pretty dysfunctional.Greg submitted the following report: IITEA held a conference in October with 85 attendees.  Progress has been made in moving forward as an organization.
   * IHEA – Kendra Ericson – Lily Thornton is the new Health Science DE consultant and started last week and will be working on increasing membership.
   * ISCA – Amy DeGroot not here. Said she would serve after Sandy was able to contact with an email after counselors meeting last week.
   * IFCSE – Julie Schreiber & Lisa Konecne –Julie has given a written report that Barb will forward. Securing a student for NPS and they will contribute $1,000 to the student. Lisa Stange has been hired as the new DE consultant and will begin January 6th. Julie’s report follows: “IFCSE met October 10 to start planning our conference for next year June 12, 13, 14 in Cedar Falls. We also set our committees during this meeting.”
3. ACTE Region III Representative Report - highlight upcoming items (Lisa Stange) Don’t forget the Region III conference in MO this coming June.
4. DE Liaison Report (Pat Thieben) – Still one last position in the community college to fill. Mentorship program is going to be starting soon. Modeling after Minnesota’s program. Sending 5 people to ACTE. CTE Task force rolled out. Looking to code changes that will be affected.

Executive Director’s Report – highlight upcoming initiatives/concerns/help needed (Sandy Miller)

**Quality Association Standards Award**

The application was successfully submitted by the October 15th deadline. We have been notified of and will receive the Quality Association Standards award this year. It is important that the Iowa ACTE board is fully aware of the criteria so that our work can incorporate these key requirements.

**Advocacy Efforts:**

**Iowa Industrial Technology Education Association (IITEA)**

I brought greetings to the IITEA Conference on behalf of Iowa ACTE on October 30th in Ames. They had 85 attendees.

**Iowa School Counselor Association Conference (ISCA)**

Prairie Meadows Convention Center

Monday, November 2, 8:00 – 9:30 Sandy Miller

Monday, November 2, 9:30 – Noon, Dawn Fichter, Missouri Valley, Health Science, 3 students

Monday, November 2, Noon – 3:30, Kevin Wilkinson, Williamsburg, Industrial Technology, Robotics and 3-D Printer, 4 students

Tuesday, November 3, 8:00 – Noon, Laura Calvert, Waukee Family and Consumer Sciences, Pro Start, Gourmet S’mores, 4 students

Researching our relationship with ISCA

BINGO card door prize donated –stationery items and Target gift card

**Iowa Association of School Boards Conference (IASB)**

Iowa Event Center, Des Moines

Wednesday, November 18, 3:30 – 5:00, Julie DeBower, Nashua Plainfield, Family and Consumer Sciences, Culinary Restaurant and FCCLA Sports Nutrition National STAR Event, Food Innovations National STAR Event, FCCLA State Officer, 3 or 4 students

Thursday, November 19, 9:00 – 2:00, Becky Knowler, Saydel, High School of Business, 2 students and Phil Cronin, Southeast Polk, Tech Expo, 2 students

Raffle gift donated – Amana, Kalona and Waverly items

**Iowa Fact Sheet**

ACTE creates, with our help, a Fact Sheet for Iowa ACTE. They asked us to highlight two programs for the “CTE Program Excellence” section.

The two programs that will be highlighted this year are:

Kirkwood Community College – Featuring The Hotel at Kirkwood (Hotel Management, Culinary Arts & Restaurant Management)

Sioux City High School – Health Academy (Project based learning)

**CTE Day at the Capitol**

Monday, Feb 8

West and south sides of the Rotunda are reserved Iowa ACTE for CTE displays

Hopefully many members of the board of directors will attend to showcase high quality CTE!

Bring your own tables and everything needed for your display.

**VISIONS**

42 delegates from Iowa are registered

Iowa Voting Delegates are Lisa Stange, Dana Lampe, Barb Lemmer

Kelli Diemer is running for Business representative

State leadership breakfast we have 9 people represented.

**Insurance** – Sandy was advised to go through our original, Concord General for board insurance. Waiting for a quote to package the conference and general liability together.

1. Program of Work – Committee Reports
   * Audit Review (Sandy Warning)- account from 14/15 was audited and was approved
     + Compare actual numbers to budget numbers
   * Conference Planning (Barb Lemmer)
     + Need professional development ideas for 2015-2016
   * Awards and Scholarships (Dana Lampe)—
     + 2016 state and regional award process and deadline
       - Sent out a message for the awards portal to who she thought was on the awards committee as a representative from each division. They will meet Thursday Dec 3, 7 – 7:30 AM meeting. Due date to submit applications is March 1st. The portal is currently open. Dana will be contacting the IACTE winners and give them some hints and tips to resubmit.
     + Update on IACTE CTE Teacher Preparation Scholarship
       - Dana will meet with Dave Bunting later this week for criteria and a process. Sandy Miller and Lisa Stange will be on the call as well and will contact Tom Paulson at ISU and Dave has a UNI teacher prep person too.

* Membership Report (Sandy Miller) Sandy and Sandy created a new membership form that they would like us to approve. Since not everyone is on board with unified membership, it makes things tricky. Goal is 500 by June 30th, 2016 – need to think of membership drive ideas.
  + Policy Development (Barb Lemmer)
    - Iowa Association of School Boards Convention – November 18-19
    - National Policy Seminar (Pat Thieben) FCCLA, HOSA-Health Professionals, DECA are this year
    - Task Force Report – Where do we go from here? (Dana Lampe) – Does everyone have a copy of the report? Dana sent it out. Pat shared that they are looking at the legislation and then recommendations will be made to the legislature soon. They will be doing a road trip soon to get to people in the state. Sandy Miller is planning to meet with Pradeep to see what we can do to help. Greg suggested another person from the board could go. Kyle suggested that someone develop talking points so we are a unified front and represent our members. By our strategic planning it would be good to work on this. Dana and Lisa will work on this. Dan got a video from Kirkwood about success of a new economy. VIMEO.com/67277269 check this out.
    - CTE Month Promotion—ACTE has some competitions – Lisa suggested that we might develop a FB profile picture that we could encourage everyone to put on their social profiles that month. Lisa and Dana will work on it in New Orleans and get in touch with the Business and Marketing people to help out with this.
    - CTE Day at the Capitol
  + Communications (Diane Cornilsen)
* Quarterly Newsletter ---Deadline Dec 1st. Need Ex. Director and Pres. Message and pictures from advocacy events and ACTE.
* Suggested website changes
  + Nominating Committee (Diane Cornilsen)
    - 1st and 2nd VP needed – Diane will send out an email to the reps and affiliates for submitting names. Sandy Miller and Barb are working on this and it needs to be done at the ACTE level and they will work on it.

1. Other
   * Strategic Planning Meeting set for December 11, 2015 (need to change the date)
   * Send out a doodle poll – Barb will work with Dana to send it out
   * Sandy is ordering a new sign for advocacy with updated logos
2. Motion to Adjourn – Lisa moved we adjourn. Dana Seconded. Next meeting is 2nd Thursday of December – can be cancelled if we have the Strategic meeting close to that time.

Respectfully submitted,

Lisa Stange