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|  | **Board Minutes**  **12.10.15** | *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, Pat Thieben, Sandy Miller, Barb Lemmer, Diane Cornilsen, Greg Kepner

1. Approve previous board minutes (Nov. 12, 2015) – Lisa Stange approved by consent
2. Treasurer’s Report & Budget (July 1 – Present) – Sandy Warning sent it via email. All bills have been paid. We have received dues from FCS and Business. Ag should be coming soon as the members are in the national data base so we are waiting for the check from ACTE. Lifetime members pay lifetime dues for Iowa so those should be coming.
3. Division Reports (highlight upcoming initiatives/concerns/help needed)
   * IAAE – Jeff Mayes – Barb reported for them. They had a meeting last week and looked at the Task Force report. They had a large group at ACTE. Working on awards.
   * IBEA – Kyle Kuhlers – no report
   * IITEA – Greg Kepner & Dan Kiley – no report
   * IHEA – Ruth Hobson (should be Lorri Haskell) or (and) Kendra Ericson? Pat reported – planning conference and doing a simulation pre-conference. Sandy Miller has contacted them for members and they will have 56 members and are working on payment.
   * ISCA – Amy DeGroot-Hammer – Barb and Sandy have communicated with them.
   * IFCSE – Julie Schreiber & Kelsie Engelken – no report
4. ACTE Region III Representative Report – Lisa Stange – June conference in
5. DE Liaison Report - Pat Thieben – Zoe Thorton started this past month. Lisa Stange will be starting in Jan. CTE Task Force report is out. Legislation is getting passed in congress and still looking forward to things moving. CC in process of hiring someone.
6. Executive Director’s Report (highlight upcoming initiatives/concerns/help needed) - Sandy Miller -- Nov 18/19 Iowa School Board. Great student showcasing! We had FCS, Business, and Ind Tech students and programs represented. Our booth was the happening place! Met with Iowa School Counselors yesterday. They want to work with us. Amy DeGroot Hammer is on the board. Recommended we list them as an associated organization versus a division so they are not listed on letterhead, posters, or displays. Lisa shared there are problems at the national level as well. Iowa ACTE Fact sheet has been finalized and approved. Kirkwood will be putting a press release out soon and wants to use it. Membership 131 FCS, 122 Business 146 + 14 AG, 1 Ind Tech, 56 Health plus and additional ACTE 216 from ACTE last year that includes all the AG. (AG and Health have yet to pay) 470 members so we are just 30 short of our goal and those should come from the ACTE division. CTE day at the capitol is Feb 8. We have 1 Ag person committed. We still need to get the other divisions on board. We need to have a strategic planning meeting and a professional development day, 1st and 2nd VP. NPS is coming in March! Sandy will send out the newsletter to all members once Diane gets the newsletter out. Suggested to have division reps send out a inquiry/renewal suggestion to the old database list to encourage membership after the first of the year and we send the newsletter to current list. ACTE has a fee structure to help us out with membership. Lisa shared that ACTE is helping out in that area as a benefit of Unified membership.
7. Program of Work – Committee Reports
   * Audit Review - Sandy Warning – no report
   * Conference Planning - Barb Lemmer
     + Need professional development ideas for 2015-2016 year
       - Barb was planning a call to Pradeep soon. Pat shared we need to have a sit down meeting to discuss and figure it out. Pat, Sandy, Greg and Barb will meet the 18th from 10 -2. Pat will line up a conference room.
       - Suggestion is for a workshop for leadership of each division to help coordinate efforts.
       - Diane suggested a strategic plan to campaign for CTE in Iowa and have all divisions be a part of the campaign and have it more than just through our advocacy events
     + Fall Conference Date and Committee Membership
   * Awards and Scholarships - Dana Lampe
     + 2016 state and regional award process and deadlines
     + Update on IACTE CTE Teacher Preparation Scholarship – next Friday they can discuss it. It was emailed to everyone. Question is if someone getting their endorsement could apply as well. Sandy asked Dave about this and he would be okay if the board was in favor.

* Membership Report - Sandy Miller -- see above
  + Policy Development - Barb Lemmer
    - National Policy Seminar - Pat Thieben – still waiting for student names. Need FCCLA (decision will be made this month) and TSA. Pat has done a contract with Green Hills AEA and they will assign someone to be our lead person. Chaperones. We will have a male (lead) and female (Barb). Each group has agreed to put in some money to help. School chaperones – they can come along if they would like and come up with the dollars. AEA will have student sign a release.
    - CTE Day at the Capitol – Feb 8th -- continue to get volunteers. Should Sandy coordinate the divisions or should the divisions coordinate their own tables. Sandy has reserved the rotunda from 9 – 3 (west and south wings). Sandy will send the requirements of displays (ie – no balloons) and other information. They should do their own scheduling, bring own table and display.
    - CTE Promotion – Lisa and Dan will be working on a social media blast for CTE month
  + Communications - Diane Cornilsen
* Quarterly Newsletter – she has everything and is finishing up. Suggestions for Pradeep to have a message, each division president, etc.
* Diane will work on a small note about membership, etc. to send to the big list reminding about the benefits
* Suggested website changes
  + Nominating Committee - Diane Cornilsen
    - 1st and 2nd VP needed
    - Suggestions? Murray Fenn

1. Other
   * Strategic Planning Meeting – cancelled due to scheduling conflicts
2. Motion to Adjourn at 8:10

Respectfully submitted,

Lisa Stange