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|  | **Board Minutes**  **10.8.15** | *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 Barb Lemmer, Lisa Stange, Pat Thieben, Jeff Mayes, Sandy Miller, Dan Kiley, Kelsey Engleken
2. Approve previous board minutes (Sept 18, 2015) Sandy gave a correction under board insurance Forest T. Jones person, Fred Wheeler was recommended by ACTE. Mayes motion to approve minutes Dan seconded. Passed.
3. Treasurer's Report (July 1 - October 8, 2015) Sandy Warning sent the treasurers report $ 18,344.09. Region III Profit was $3,971.68 and we split that profit so we netted $1,985.84. We still have $175 showing outstanding for registration. Barb wondered if it might be her registration. We are still waiting for an update from our conference. Checks had been sent from DE for Region III conference and last year’s conference. Barb sent a financial issues checklist from ACTE. Sandy could do the majority of it with ease so she will get us a report about it at the next meeting.
4. Division Reports
   * IAAE – Mayes shared they are having some membership problems. Gearing up for VISIONS and national FFA.
   * IBEA – Lemmer plans to attend their conference to give IACTE greetings next month.
   * IITEA – Dan contacted schools to go to SAI. Clear Creek Amana (ACE) and Rockwell City (?) they will be interested in future events. Need to send Board member to give greetings at their conference the end of this month 29-30. Sandy Miller will be happy to go. Dean Lange is the president and teaches at SE Polk.
   * IHEA – Pat shared their conference is next June at Prairie Meadows. There is a Health Science professor that would be happy to have her students come to one of the Advocacy events. Pat forwarded her email to Barb. They are doing a test writing and item analysis workshop this month.
   * ISCA - Need to send Board member to give greetings at their conference November 2 and 3 at Prairie Meadows. Sandy is planning to go help set up the exhibit and will give greetings. Sandy will need to contact the president or the board representative, Amy DeGrote.
   * IFCSE - Key leader meeting this Saturday. Conference is in June in Waterloo and UNI.
5. ACTE Region III Representative Report (Lisa Stange) No report
6. DE Liasion Report (Pat Thieben) CTE Task Force is meeting later this month to roll out the recommendation to be made for the legislature. Within the next two weeks we should have the Health and FCS reps hired. Not sure when those will start. Working to fill two other positions. Pradeep, Pat, and Jeremy are currently in Orlando at the CTE Summit, which has been full of great information. Jeff Mayes asked if Perkins dues could be used to pay dues. If there is an organizational membership, it is possible.
7. Program of Work – Committee Reports
   * Audit Review (Sandy Warning)
     + Annual Audit (2014-2015 Year) Sandy Miller has additional information on insurance. Recommendation is to keep the officer and board insurance that we do have and in place of conference insurance get liability insurance to cover the whole year for all our events (advocacy, meetings, conference, etc.). She will check with our current agent to give us a quote on liability as a bundle with our officer insurance. Barb asked that we have a couple of quotes to compare. Jeff will send the name of the person he uses.
   * Conference Planning (Barb Lemmer) put on hold until the affiliates have a meeting. Barb shared that it had been thought to meet connected to the Fall Perkins meeting. Pradeep wants to do a pre-conference with updates and showcase, best practices, etc. There is $4500 set aside for us – we could possibly use this for PD and that can free up 2000 for an NPS student. We need to determine how to do that soon if we want to use those dollars this year. We need to decide how to use those dollars by June 30.
     + Review committee membership
     + Review call with Pradeep about 2016 conference plans
     + DE Grant $2,500 for professional development
   * Awards and Scholarships (Dana Lampe)
     + Review committee membership
     + Update on communication efforts with divisions
     + Update on IACTE CTE Teacher Preparation Scholarship
     + Ag division winner will be honored at the banquet. Barb and Dana are going to the banquet to support so we will pay Dana’s since she is on the Region III committee. Pat and Pradeep will be there too.
   * Membership (Sandy Miller)
     + Review committee membership
     + Membership Report by Division – 436 plus 24 for Health without lifetime Ag members. She gave us the numbers by division (will send them to us via email). Since Business is having their conference this fall they will have more members adding soon. FCS – we are still waiting for payment of dues from the summer and hope there is a resolution soon. Ag is our largest group. Health has no names or dollars received currently. Pat will check with Nicole next Friday. There are about 70 members that have are expired. Sandy is working with ACTE to use the customization module and hoping to put some Iowa data out. Pat said when she recently joined she had to pay the Iowa dues as well using her credit card. Sandy did hers with a check and didn’t have to. Sandy will talk to them to find out how to do that if they have already paid Iowa dues. Barb suggested we have a strategic meeting to determine how to pay dues and eliminate that double payment. Student dues are currently $5 for Iowa. Jeff moved to change the student dues to zero dollars. Lisa seconded. Sandy shared that the policy and bylaws there is mention of this issue. Passed.
   * Policy Development (Barb Lemmer)
     + Review committee membership
     + CTE Task Force Report (Dana Lampe)
     + Iowa School Counselor Association - November 2-3
     + Iowa Association of School Boards Conference - November 18-20
   * All divisions need to find someone for the 5 slots for advocacy – 1st week in November at the counselors. Sandy needs to know who is coming to the advocacy events. Monday and Tuesday Nov 2- 3 is the first advocacy event. Barb will adjust time slots to 5. It is hoped that each division can fill a slot.

At 8 AM several people needed to leave. Lisa moved we adjourn and table the rest of the items. Meeting adjourned at 8:05.

National Policy Seminar

* + - * CTSO students attending NPS
      * Adults attending NPS
      * Del Hoover will be coordinating NPS in 2016
      * $100 contribution from each participating CTSO
      * CTE Day at the Capitol
      * Theme for the day may need to be related to Task Force Report
  + Communications (Diane Cornilsen)
    - Quarterly Newsletters
    - Suggested website changes
    - IACTE banners needed
  + Nominating Committee (Lisa Stange)
    - Finding a 1st and 2nd VP

1. Other
   * Vision2015
     + Confirm attendance
     + State Leadership Training Program
     + State Association Leadership Breakfast attendees - not sure how to sign-up for this event
     + ACTE Awards Banquet - support for Dana to attend banquet @ $75/ticket
     + Contribution for State Basket – If there is one, Lisa will take care of it.

Respectfully submitted,

Lisa Stange

Secretary