



# Board Meeting Minutes 7.10.17

## CTE: Learning that Works for Iowa

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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 and introductions

- I. Call to Order
- II. Attendance – Roll call  
Courtney May, Barb Lemmer, Kendra Ericson, Laura Van Waardhuizen, Sandy Miller, Sandy Warning, Lisa Stange, Dana Lampe and Brad Colton joined via ZOOM.
- III. Approve previous board minutes
  - a. Minutes were approved by general consent
- IV. Overview of By-laws and Policy Manual
  - a. Greg shared the By-laws and Policy manual for our review. We will want to look at these in the future and determine which are Policy and which are By-laws so we can shorten those items in Policy. Goal would be to review these items this year and have it ready to vote on for not this fall, but in the fall of 2018. Brad will chair, Sandy Miller, Greg Kepner, Barb Lemmer (volunteered to co-chair), Jacob Hunter, Bret Spurgin, HOSA – checking, IFCSE – checking, Industrial Tech – checking. We will have one voting member from each affiliate. Recommendations come from the committee and are voted on at the board as to what to move forward. We need contact information for these people sent to Brad.
- V. Treasurer’s report- Sandy Warning
  - a. Sandy Warning reviewed the budget. Barb asked that NPS and Region III get separated out. Sandy will submit it for audit when all of the payments have cleared the bank. Sandy W. has a request to get Quickbooks so that it can align with the budget it is about \$300. She will look on Techsoup get it for \$50. Kendra moved that we approve the purchase of Quickbooks, Brad seconded. Motion passed. Barb suggested that we use the inventory sheet for items we own – banner and table would be the best idea.
  - b. Appointment for new year – Sandy W. has agreed to continue as treasurer. Courtney moved that Sandy be appointed, Kendra seconded. Motion passed.
- VI. Awards and Scholarship – Dana Lampe at 10:30 am
  - a. CTE Teacher Preparation Scholarship - Sandy Miller shared that there was an application for the Bunting scholarship from FCS (ISU) and Dana has not received it yet. [tander@iastate.edu](mailto:tander@iastate.edu) is the contact for Troy for Dana to check. Lisa sent out an email to all CTE teacher prep to share with their students. Dana shared that maybe we could add this scholarship to the ACTE portal and she will talk to Kate Dowdy to see if that can happen for next year. Her goal is to have that announced and ready by conference. They can still be on the portal without a membership number, but student membership is free.
  - b. Awards committee has worked well the last two years. Dana is on the ACTE awards committee for two more years and Dana is happy to continue on as the awards chair for Iowa. Each division needs to let Dana know if there is a change in the awards person division representative. The award person for each division is responsible to make sure there are people that apply and they are the ones that read the applications. Please send her the contact email for that person.
    - a. Each division needs to speak to their awards nominees to get into the awards portal and apply by September 1<sup>st</sup>. It doesn’t necessarily need to be someone that they gave an award to, but people can also self-nominate. Discussion was about how a division award member may not be the one in a division that wins at the state level – something we need to decide. Regional winners are the ones that move on to Nationals so it was agreed that the committee should visit how we want nominees to work with the divisions and state winners. Focus is on high quality CTE and is reflected in the portal.
- VII. Division Reports (highlight activities, upcoming initiatives, concerns, help needed)

- IAAE – Courtney May – just finished summer Ag Ed conference. They are talking about wanting to coordinate it with their Region III Ag Ed conference (not the same as ACTE’s Region III). They have some membership collection issues that they are working on and offered a discount if they paid their dues at conference. They are trying to clean up their bylaws and policies. They are meeting in August at the state fair. Updated their MOU with the Ag Foundation.
- IBEA – Kyle Kuhlers- no report
- IFCSE – Kelsie Engelken, Laura VanWaardhuizen – Conference June 11-13 at Iowa State. Offered a variety of options and had increased attendance. Unsure why the attendance has increased – location or payment structure. Next year the conference will be in August and location is in question right now. Laura shared that after attending Region III she really felt passionate about how to unify our conference structure. The networking in CTE was so important to her and helped her see the big picture.
- IHEA – Kendra Ericson – IHEA just completed their summer conference with 92 attendees. They keep increasing in numbers. Sandy M. gave a welcome from IACTE and had a table there with flyers and information. They still need to work on more representation from secondary educators. Their board thought they might look within their areas to help sponsor a secondary educator. May 30<sup>th</sup> is their next conference at Prairie Meadows. They love the venue and it always moves very smoothly. Fee was \$189 including memberships. Total cost was about 11,000 for 1 ½ days and will likely go to a 2-day conference and incorporate a Simulation group. Rooms are about \$100 a night.
- IITEA – Dan Kiley -- no report – Kevin Wilkinson from Williamsburg are working on getting their association going again.

VIII. Pradeep came to share a thank you to the board for their work for the conference and how we can highlight best practices in CTE across the state. Something to think about is to look at how we can be more unified in our conference along with the other

Pradeep is this year’s president of Advance CTE. They work very closely with ACTE. If you ever have anything to take back to that group, please contact Pradeep or share with Lisa and she will pass it on, in particular, what relates to Perkins.

Perkins has been approved for Iowa in a little over a million dollars. There is talk that there will be an overall 10% cut. There is a hold harmless piece that we are unsure what will happen with it. Perkins has passed the House, and in the waiting mode from the Senate right now. Iowa ACTE will be an important voice in the implementation of Perkins.

CTE Redesign is going on as planned. There are 15 RPP’s across the state. The immediate task for the CTE Bureau is coming up with a program approval process. RPP’s will be putting in a multiyear plan the coming year and point people are assigned within the bureau. For the first time, we are hearing more superintendents talk about CTE. Most are very positive. Since the rules are in session delay. Since they are, the Director has authority to implement the law. Iowa ACTE could help with the collaboration part of the RPP process to allow equitable access for all students. Iowa ACTE could also consider a way to help recognize the Iowa CTE applicants for the Presidential scholarships.

IX. Kelli Diemer – ACTE Business Vice President – came to share about the most recent ACTE Board meeting that she returned from. ACTE is healthy and happy and working on member value and planning. Kelli is excited about numbers for VISION – this week is the early bird deadline and we are above Vegas already this week. Many proposal submissions for breakouts – 286 were accepted out of 410 submitted. Heard great things from Region III. Region II is pairing with Best Practices conference.

X. ACTE Region III Representative Report – Lisa Stange

- a. Congratulations on our Regional award for Iowa as greatest % increase in membership
- b. Region III won a national award for the largest % increase and also largest number increase
- c. Shelly Rust (Indiana) Lisa Stange (Iowa) are running for Region III VP. Elections will take place after VISIONS.

- d. We had a great Iowa contingent representation of 21 people at Region III in Indiana in June. We encourage more involvement next year in LaCrosse, WI June 20-22, 2018. It is a good use of RPP dollars which is how a lot of those people attended this year.
- e. We are going to apply for an opportunity grant that deals with Marketing across the region as part of our Teacher shortage strategic plan.

XI. DE Liaison Report –

- a. Division I plan should be completed for career development. CTE educators are encouraged to utilize their school app as well as be informed and participate in the work group that is a part of this legislation.
- b. RPP progress and tasks for the coming year are completing a multi-year plan and budget
- c. Secondary program approval work is in progress and there should be an application and process outline ready for all for the fall.
- d. IT license/endorsement – we have been working with the BOEE to make sure this is a CTE certification and endorsement
- e. CTSO rotations for NPS this coming year are Skills, FFA, BPA and FCCLA. Please get Lisa names of students and those of you who have students under 18 should encourage advisers/chaperones to attend. The DE is not responsible for those students, but does get them educated via the webinars.
- f. We are working on webinars that will happen this fall to support the bill and programming.
- g. Perkins Grant approvals are all but complete.
- h. SCERTA progress – final student applications are completed.
- i. META on hold until spring for Community Colleges
- j. The Department will be applying for an OCTAE grant for teacher shortage
- k. Please send best practices topics/ideas/contacts to Lisa that we could highlight in our newsletter

XII. Executive Director Report – Sandy Miller

- a. Written report presented (See Attached)

XIII. 2017-2018 officers and board members

- i. Courtney moved that Kendra Ericson serve as 1<sup>st</sup> VP, Laura Van Waardhuizen as 2<sup>nd</sup> VP and to appoint Lisa Stange to continue as secretary. Motion approved.
- b. President – Greg Kepner
- c. 1<sup>st</sup> VP – Kendra Ericson
- d. 2<sup>nd</sup> VP – Laura Van Waardhuizen
- e. Secretary – Lisa Stange
- f. Treasurer—Sandy Warning
- g. Past President – Brad Colton
- h. Executive Director – Sandy Miller
- i. Ag representative – Courtney May
- j. Industrial Tech – Dan Kiley
- k. Business – Kyle Kulers
- l. Family & Consumer Sciences – Courtney Teghtmeyer
- m. Health – Kelli Flack, Teri Peterson
- n. Counselor – Sandy Miller will check into who that might be

XIV. Program of Work 2017-2018 - We reviewed the Program of Work document as presented by Sandy Miller. Please review this and send Sandy edits as you see fit. These are very important points for our quality association award. Sandy is suggesting that we meet one more time together face to face. The group suggested that it be right after conference (at the end of the day) right at the FFA Enrichment Center.

- Advocacy
- Each division is encouraged to find teachers with students to showcase high quality CTE programs for each of these events.

- School Administrators of Iowa (SAI) Conference (SAI), Wednesday, August 2, 2017, Community Choice Credit Union Convention Center, Des Moines, Exhibits 8:00 a.m. – 4:00 p.m., Exhibit booth purchased \$725,
- Iowa School Counselor Association (ISCA) Conference Monday and Tuesday, November 6 – 7, Prairie Meadows Conference Center, Altoona, Exhibit times Monday, November 6, 8:00 a.m. – 4:00 p.m.; Tuesday, November 7, 8:00 a.m. – Noon, Exhibit Table purchased \$350
- Iowa Association of School Boards Conference (IASB) Wed and Thursday, November 15 -16, 2017, Community Choice Credit Union Convention Center - Iowa Events Center, Des Moines, Exhibits are Wed., Nov. 15, 3:30 - 5:00 p.m. and Thursday, Nov., 16, 9:00 a.m. – 2:00 p.m., Exhibit Booth purchased \$850, Booth # 400 on East side
- CTE Day at the Capitol Wednesday, February 7, 2018, 9:00 a.m. – 3:00 p.m., South, West and North Wings of Rotunda
- Iowa ACTE Conference, Tuesday, September 19, 2017
  - Greg handed out the conference outline so far
  - Still getting some proposals so we may not need doubles
  - Sandy W shared we only have 11 people registered so far so we need to encourage registration
  - Sandy M contacted Kuder and they are still waiting for someone to come back from leave
  - Sandy contacted hotels in the region for blocks. She thinks we might get a block for \$66
  - Still waiting for ACTE people to come – Cindy Stover is coming from Region III and we will have one other from nationals – hoping maybe they speak and give an update.
- 2017-2018 Budget Proposal
  - Barb put a proposal together for us to see
  - Discussed proposals and made suggested changes that include NPS dollars -- \$1000 each student as well as sending 3 people to VISIONS and a member to the Leadership
  - Encouraged those that could get support with their positions to do so first.
- ACTE Career Tech VISION will be held in Nashville, TN December 6-9, 2017. Registration is now open. We have three delegates and will support 3 people to go. Lisa suggests that we send Laura Van Waardhuizen, Kendra Ericson, and Sandy Miller. We mutually agreed this at this at this time and will work to secure a substitute if necessary by Oct. 28<sup>th</sup> deadline.
- National Policy Seminar – March 5-7, 2018
  - Rotation schedule – see above
- Policy Development
 

House File #2392 Chapter 46 and Regional Planning Partnerships – Lisa Stange, Sandy Miller

Sandy shared a meeting that she attended with the Administrative Review Rules Committee on Thursday with Bryn Hayes (CC Amana), Connie Sievers (DMPS), and Marjorie Lane (Solon). Sandy's take away was that as an association we should be sure that our legislator's know our position in support of the laws. Checking the policies, the

  - Membership Drive Ideas – discussion – Sandy is working on this and it can be part of a survey to help with this that Sandy W is working on
  - By-laws revision consideration
  - Committee appointments from each division – we have a good start on this and please continue to communicate with Sandy M who will represent from each division
  - Communication – Teacher at N. Scott is willing to help us look at how we are doing at communicating with our group. He is working on a survey and we can look at it to see if it will tell us everything we need to know. We have a communication committee and a plan for the future as well.

XV. Other Business -- none

- XVI. Future Meeting Times – Third Tuesday of every month 4 -5 ZOOM. Next face-to-face is Tuesday September 19<sup>th</sup> at 4:31 at the FFA Enrichment Center.
- XVII. Adjourn by consensus at 3:45.