

**Association for Career and Technical Education – New and Related Services Division
2015 Annual Policy Meeting**

**Hilton New Orleans Riverside, Magnolia Room
November 19, 2015
11:30 a.m. – 12:30 p.m.**

Minutes

1. Call to Order Sherry Adrian

Introductions – Sherry Adrian, ACTE NRS Vice President, called the meeting to order at 11:45 a.m.

Guests: LeAnn Wilson, ACTE Executive Director and Doug Meyer, ACTE President
LeaAnn and Doug introduced themselves and extended their appreciation to Sherry Adrian’s leadership for three years of being the VP of NRS. They also appreciated members for attending and supporting Vision 2015. Doug shared the following: increase number of attendees, CEU’s opportunities, and new partnership with directors.

Members Present:

- Sherry Adrian, ACTE NRS Vice-President
- Kirk Edney, ACTE Bylaws Committee and AIM President
- Brenda Conell, ACTE Nominating Committee and ACTE SSS President
- Anesa Hooper, ACTE Public Information Section President
- William Hudson, ACTE Makers of Policy President
- Kevin English, ACTE Career Academy President
- Cheryl McFadden, ACTE Integration of Academics and CTE President
- Kristy Barnett, ACTE Special Populations President
- Richard Yocke, Teacher Educators
- Cynthia Pellock,
- Cyndi Young, Information Technology & ACTER

Sherry asked members to introduce themselves and provide a brief overview of their sections. Sherry started by providing a brief overview of NRS: She stated that New and Related Services Division includes several sections and membership in each NRS section provides an opportunity for specialized professional growth and development, as well as participation in all NRS and ACTE activities. Twenty-five members are required to establish a new section; 200 members to create an Emerging Division and 750 members to become a Board Division with representation on ACTE's Board of Directors by an elected vice president.

Sherry also presented the NRS Web site link and shows that very few sections have an active and/or updated link. She suggested for each member to work on their section

content information. Sherry also extended her assistance regarding the following: how to reach out to members; eBlast information; section description/purpose; professional development or leadership opportunities or meeting needs.

- a. Review Agenda – All members present reviewed the meeting agenda.
- b. Agenda Revisions – Assembly of Delegates was added on the agenda.

2. Minutes Sherry Adrian

Review minutes from 11/21/2014 meeting

The members present reviewed the minutes from the 11/19/2014 NRS Annual Policy meeting. Kristy Barnett motioned to approve the minutes. The motion was seconded by Kevin English and passed unanimously after a vote from the members present.

3. Old Business Sherry Adrian

a. Committee Reports

i. ACTE Bylaws Committee Report Kirk Edney

Kirk Edney reported that the ACTE Bylaws counsel reviewed the ACTE Bylaws to identify with the current wording or structure. Several edits were suggested to further clarify the intent of the Bylaws and avoid potential problems in the future. Kirk also added that there were two main concerns regarding the following suggested modifications:

Article III – Membership – B. Individual Membership item C:

Retired membership must notify ACTE should they regain employment in the career or technical education field and renew at the professional membership rate.

Rationale: Clarification of member types and how they are distinct from each other. Membership category will be strengthened, resulting in potential members joining at the appropriate membership type. **Disadvantage:** Only those employed in CTE will be able to join as individual members. Businesses and Institutions will be required to join in the other membership categories.

Article VI – Officers under C. Resignation and Removal item 2:

The Board of Directors, by three-fourths vote of all its members, may remove any officer from office “for cause” (“for cause” was suggested to be removed).

Rationale: The ACTE Board of Directors developed a code of conduct and policies in the Board Policy and Procedures Manual regarding removal of officers. **Disadvantage:** Removing “for cause” would allow the Board to remove an officer for any reason, provided, it was in accordance with the established policies.

Kirk stated that all proposed Bylaws modifications will be presented to the Assembly of Delegates for approval.

- ii. ACTE Nominating Committee Report Brenda Conell
 Brenda Conell reported that three candidates were selected, interviewed, and will be presented to the Assembly of Delegates. The following candidates will be running for ACTE President-Elect:
 - Chuck Gallagher
 - Gary Hutchinson
 - Gina Riggs
- iii. ACTE Resolutions Committee Report Brandi Hayes
 No report.

b. Section Reports

- i. Career Academy Kevin English
 Kevin English reported that Career Academy Section provides professional development to its members. It is a model for improving academic achievement for both college and career students. They focus on academic rigor, relevance of instruction, and build relationships between students and adults. Kevin also stated that their in-depth research in programs such as assessment, robotics, performing arts, STEMinar, etc... provides evidence of success in Career Academy.
- ii. Cooperative Work Experience Audrey Blackwell-Bradwell
 No report.
- iii. Information Technology Education Carl Lyman
 Cyndi Young, represented Carl Lyman in his absence. She reported that Carl retired this year. Information Technology Education section’s primary purpose is to provide awareness and support for a broad-based group dedicated to the use of information technology, teachers of information technology and today’s information technology students. She also reported that ITE currently has 186 members.

 Cindi shared that she is also an ACTER (Association of Career and Technical Education Research) section member. She stated that ACTER are reaching out to its members to find out who the members are. Sherry agreed to assist.
- iv. Instructional Materials Kirk Edney
 Kirk Edney reported the Association for Instructional Material (AIM) section is scheduled tomorrow, 11/20/2015 at 7:30 a.m., Hilton Restaurant (1st Floor). He also shared that AIM focuses in creating, identifying and recognizing high-quality instructional materials for a variety of CTE subject areas.
- v. Integration of Academics and CTE Cheryl McFadden
 Cheryl McFadden reported that Academic Integration creates or implements and maintains ongoing support of Career and Technical Educators in the areas of literacy, numeracy in order to improve student performance on

state and local assessments. The supports include but are not limited to: academic and content specific instructional strategies, industry best practices, professional development, coach, and classroom curriculum support. She stated that their challenge this year is “Literacy”.

- vi. InternationalJohn Gaal
Sherry Adrian reported that she will be meeting with John Gaal, President of IVETA (International Vocational Education and Training Association) to discuss the possibility of joining NRS as one of the sections.
- vii. Makers of Policy.....William Hudson
William Hudson reported that Makers of Policy are very passionate about CTE and they are the communicator or the voice of CTE pertinent to its future. NEED CLARFICATION
- viii. Other Alan Shotts
No report.
- ix. Professional Development.....Elizabeth Richard
No report.
- x. Public InformationAnesa Hooper
Anesa Hooper reported that Public Information provides professional development to its members. They provide two-way media/public relations programs and they serve as the organizational and community advocates for CTE. She also added that they provide promotion of schools to general public programs, BIS...(need clarification)
- xi. Research.....Cynthia Pellock
No report.
- xii. ROTC..... TBD
No report.
- xiii. School Safety.....Dawn LeBlanc
No report.
- xiv. Special Populations Kristy Barnett
Kristy Barnett reported that during the 2014-15 school year, the Special Populations section policy committee brought a speaker to present at ACTE VISION 2015. Marty Sugerik and Brittany Howell will present on Commit to Engagement! Using PBL to Reach and Teach ALL Students. Members of special populations have stepped up and are presenting at ACTE VISION 2015 in an attempt to grow membership. Marta Osuna represented the Special Populations section at the Policy Seminar and provided legislative updates.
- xv. Support StaffBrenda Conell

Brenda Conell reported that Support Staff Section provides active leadership in the promotion of CTE and provides professional development opportunity to its members. Brenda shared that this year, ACTE Support Staff sent out an eBlast via NRS Division, for support staff members to have the opportunity to “Meet and Greet” at Vision 2015.

xvi. Teacher EducatorsRichard Yocke

Richard Yocke reported that Teacher Educators coordinate group of teachers regarding general memberships, offer professional development, and work on presentations. He also shared that there are nine teachers attending the conference this year.

xvii. Tech Prep TBD

No report.

4. New Business Sherry Adrian

- a. Assembly of Delegates – Sherry shared that Assembly of Delegates authorized to amend the bylaws and pass resolutions. Each state/country, and/or division provides representation on ACTE’s Board of Directors. Sherry added that attending Assembly of Delegates is a learning opportunity. She encouraged everyone to attend.
- b. NRS Vice-President Candidate Introductions: Sherry introduced candidate Anesa Hooper. Anesa shared a brief bios and her objectives for NRS VP if elected.
- c. Section Membership Update: Sherry reported that NRS total membership is 2,752 with an increase of 31 members from last year.

SECTIONS	FY15	Current
ACTE Career Academy Section	133	134
ACTE Cooperative Work Experience Section	283	281
ACTE Information Technology Section	182	179
ACTE Instructional Materials Section	115	118
ACTE Integration of Academics & CTE	256	259
ACTE International Section	17	19
ACTE Makers of Policy Section	31	38
ACTE Other Section	259	247
ACTE Professional Development Section	143	150
ACTE Public Information Section	81	81
ACTE Research Section	87	90
ACTE ROTC Section	94	88
ACTE Safe Schools Section	20	20
ACTE Special Populations Section	579	575
ACTE Support Staff Section	67	115
ACTE Teacher Educators Section	271	254
ACTE Tech Prep Section	103	104
NEW & RELATED SERVICES TOTAL:	2,721	2,752

- d. Division Fellows: Sherry reported that there are two division fellows candidates this year. She highly recommended to consider applying for the ACTE National Leadership Fellowship Program. She explained that this program is an instrument to provide professional development, policy knowledge and leadership development to members.
- e. Operating Policy Update: Sherry shared the document and advised members to review the Operating Policy updates. Sherry will send notification to members for approval soon.
- f. Other

5. Announcements..... Sherry Adrian

- a. Conference app: Sherry asked members whether conference app is being utilized. The majority of the members like the app.
- b. Expo Networking Hour: Sherry recommended visiting each division from 4:30-5:30 p.m. She added that this will be an informative show case of every ACTE division.
- c. National Policy Seminar: Sherry highly recommended to members to take the opportunity on attending the National Policy Seminar scheduled on 2/29 to 3/2/2016 in Washington DC.
- d. Vision 2016 – Las Vegas: Sherry informed everyone that Vision 2016 is scheduled on 11/30/2016. The theme is “IAM CTE”
 - i. Content Experts – Sherry informed members to join this brainstorming session scheduled on Saturday, 4:30-5:30 p.m., Hall D&E
 - ii. Call for Presentations 11.23.2015-03.04.2016
- e. Other

6. Adjournment:

Kirk Edney motioned to adjourn the meeting at 12:35 p.m. The motion was seconded by Anesa Hooper and passed unanimously after a vote from the members present.