

MINUTES

ACTE Administration Business Meeting

December 8, 2017

5:00 pm, Delta Ballroom D

**Call to Order
Welcome
Introductions** President Janet Goble called the meeting to order at 5:04 PM CST and thanked those in attendance. VP-Elect, Patrick Biggerstaff, was introduced.

**Affiliate
Updates** National Council of Local Administrators: Dave Keaton

- We had a great Best Practices meeting in Albuquerque, New Mexico with over 400 in attendance. Next year's conference will be in Louisville, Kentucky, September 26-28.
- #NCLAchat is a Twitter "chat" that focuses on current issues pertinent to the role of the CTE administrator.
- NCLA awards two Berryman scholarships (new attendees are eligible for complimentary conference registration and \$750 travel stipend) that are given each year to CTE administrators that attend the BP&I in CTE Conference.
- Extensive work on website as part of the new branding highlights - membership, scholarships, the name change strategy which is like FFA, and the social media presence using Twitter.

Career and Technical Education Equity Council: Jeanette Thomas

- Just had business meeting where new officers were slated so the new president, Twyler Earl, will tell you about CTEEC.
- Twyler asked the group if they knew what CTEEC is? A group of professionals that help with equity and access across special populations with a unique focus for students that are under employed including TANF for disadvantaged students that are seeking to gain self-efficiency and those suffering from mental health and chemical dependency and addiction.
 - Highlights from the annual conference were shared.
 - Ben Williams, from the National Alliance for Partnerships in Equity, was introduced.

Policy Manual Vote on proposed change to term limits

- Prior to this suggested change, we've never had term limits in place. (See handout with changes in red print)
- Christine Davidson (Utah) motioned that the proposed changes be accepted as presented.
- Dwight Hughes (Oklahoma) seconded.
- Motion carried.

Fellows Patrick Biggerstaff - Fellows program overview

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- Look on Twitter for “biggerstaffIN” to read about the current fellows; they are a great family of people learning about networking and advocacy.
 - This is the first year the Admin Division will have two fellows:
 - Kaleen Barnett, New Professionals Fellow cohort
 - Christopher Neff, Experienced Fellow cohort
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**Legislative
Issues**

Steve DeWitt, ACTE Deputy Executive Director

- ACTE activities – BOD just approved a new strategic plan prioritizing the next few years. The five themes addressed in the strategic plan include: member value and engagement, professional and leadership development, advocacy and awareness, strategic partnerships, and innovation.
- ACTE is also working on four content priorities and is focused on building content around these priorities to support members:
 - Employer-Educator Connections
 - Career Pavilion/Trade Association Conversation
 - Sector Sheets (Pearson sponsor) – snapshot of high skill/high need areas (providing a mailing to over 5,000 school counselors via Pearson sponsorship)
- Four (4) Industry Insider Tours launching this year – info to be released soon
- Middle School CTE/Career Development (Xello sponsor)
 - Career Exploration in Middle School: Setting Students on the Path to Success publication
- Teacher Educator Pipeline – teacher “skills gap”
- Administrator Support
 - New book series for administrators (NOCTI partnership)
 - Free online course via CTE Learn (Project Management Institute Educational Foundation sponsor) - Currently 4 modules are available. 5 will be ready in the spring; go to ctelearn.org for listing of courses being offered.

Alisha Hyslop, ACTE Director, Public Policy

- Overseeing advocacy and research, Perkins and policy issues
 - Policy challenges: Please let ACTE staff know if you have policy challenges, members are critical to our issues. For example, post 9/11 GI Bill has had issues that members alerted us to and finally got fixed five years later;
 - Four big issues related to CTE Perkins Reauthorization – House bill passed in June, waiting on Senate, not talking right now so it is a waiting game for action, Secretarial Authority is spilling over from ESSA and is impacting Perkins (and higher education as well);
 - The fiscal year 2018 Year Continuing Resolution Funding - December 22 Extension – no agreement for spending caps for discretionary spending (domestic and defense). They must reach an agreement on spending caps before this can move forward.
 - Tax Bill – Both the House and the Senate have approved and want in place before the end of the year. Education provisions include the
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teacher supply and materials deduction (\$250). House would eliminate. Senate doubled it to \$500. ACTE is advocating for Senate position.

- Student loan interest deduction and employer-provided tuition deduction eliminated in House bill.
- SALT (state and local taxes) are currently able to be deducted. House bill proposes \$10,000 for property taxes and none of the others. Senate bill put back the property taxes piece at the last minute, but still none of the other taxes either.
- Higher Education Act Reauthorization – Comprehensive piece of legislation came out Friday, December 8 from House Republicans. Quite extensive (500+ pages). Financial aid options are consolidated to one PELL grant, work study, and student loan; significant cuts in financial aid; ACTE is optimistic related to issues in CTE but concerned about cuts in financial aid and quality overall; mentioned Jobs Act related to PELL; work-study, apprenticeships (WBL) positives; all teacher development grants have been dropped and eliminated.
- Dave Keaton from Maine asked about Methods of Administration reviews by the state office. These are not part of Perkins specifically, but instead part of federal civil rights laws. Jeanette Thomas stated that the gentleman should reach out to his regional OCR office if you have a concern or need assistance.

**VISION 2017
Highlights**

1. Thanks to subcommittee—if anyone is interested in helping next year let Patrick or Janet know.
2. Admin 101: A Bootcamp for New Administrators & Admin 201: Advanced (pre-con sessions) were a huge success.
3. Division opening session – was well attended.
4. Division Conference Information Center – Patrick and his wife were behind the scenes getting the information center together and manned.
5. Networking reception – thanks, Ford Next Generation Learning for their sponsorship.

Discussion

1. Membership: 4,952 as of 11/15/17 almost to 5,000
 2. National Policy Seminar (March 5-7, Crystal Gateway Marriott, Arlington, VA); evening reception on Sunday night
 3. Jason Weise, announced the social media contest winners:
 - a. Casey Dees - \$10
 - b. Markeba Warfield - \$10
 - c. Deborah McKintosh - \$25
 - d. Larry Garrity - \$10
 - e. Brandon Macrafi - \$10
 - f. Stalinda Sanders - \$10
 - g. Lynsey Singleton - \$25
 4. Gift disbursement of a charger was provided to those in attendance.
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Adjournment Janet Goble adjourned the meeting at 5:58 PM CST.

POLICY AND PLANNING COMMITTEE

The membership of the Policy and Planning Committee shall be determined by the operating policies of the Administration division with all appointments subject to approval by the ACTE Board of Directors. The term of office for members of the Policy Committee shall vary in length as determined by the Policy Committee, be three years beginning July 1 following the appointment (see rotation schedule below). Members may be appointed for a second term and may not serve more than two consecutive terms. The Policy Committee may appoint additional ex-officio members to serve on the Policy Committee.

ROTATION FOR POLICY COMMITTEE MEMBERS

July 1 – June 30
3-Year Appointments^

Region 1	2016-2019	2019-2022	2022-2025
Region 2	2015-2018	2018-2021	2021-2023
Region 3	2015-2019*	2019-2022	2022-2025
Region 4	2015-2018	2018-2021	2021-2023
Region 5	2015-2017**	2017-2020	2020-2023
NCLA	2015-2017	2017-2020	2020-2023
CTEEC	Current President	Current President	Current President

*Serve an extra year during the transition to a 3-year rotation schedule

**Serve 2-year term to facilitate transition to a 3-year rotation schedule

^Committee members may serve 2 consecutive terms

ACTE STANDING COMMITTEE MEMBERS

July 1 – June 30
2-Year Appointments

Bylaws	2017-2019	2019-2021	2021-2023
Nominating	2016-2018	2018-2020	2020-2022
Resolutions (Jan 1- Dec 31)	2017-2019	2019-2021	2021-2023

Purposes: The policy committee shall serve as an executive and planning group whose primary function is to facilitate the achievement of the general purposes of the Division by coordinating the activities of the members as follows:

- Maintaining active national leadership in Career and Technical Education.
- Encouraging high professional standards among its members.
- Disseminate information to our members.
- Inform members of the division of policies and issues of ACTE as they relate to the development of career and technical education.
- Providing a mechanism for effective communication from members to ACTE staff.

The Policy Committee will hold an annual meeting at the VISION Convention, and other scheduled meeting(s) as deemed necessary by the Vice President.

Official members:

- o The Vice President of the division
- o One representative from each affiliated organization
- o One member from the Division from each of the five ACTE regional areas

Ex officio members (non-voting):

- o The Vice President-Elect
- o One designated representative from each of the ACTE standing committees
- o The executive director of the ACTE
- o One designated representative from each of the affiliated and section organizations of the division
- o A representative from United States Department of Labor
- o A representative from the US Department of Education

Officers of the Policy and Planning Committee:

Chairperson - the Vice President of the division shall serve as chairperson of the Policy and Planning Committee throughout tenure in that office and shall appoint a secretary from the committee membership. The chairperson shall preside and direct the affairs of the committee.

NCLA Report to the Policy Committee of the Administrative Division of ACTE December 2017

The National Council of Local Administrators of Career and Technical Education was formed in the 1940's as a vehicle to serve the needs of the local CTE administrator. NCLA is governed by a board of CTE administrators representing ACTE's five regions and CTE administrators at large. NCLA is legally incorporated in the state of Florida. Tom Applegate, former national ACTE board member and national ACTE president serves as the executive director. NCLA is an affiliate of the ACTE Administrative Division

Within the last year NCLA undertook a process to look at its core mission and purpose and to realign it with the needs of CTE administrator. As a result of the process we have dropped the name National Council of Local Administrators and assumed our name as NCLA. This is similar to what FFA did in dropping Future Farmers of America as its name and adopting FFA. We have established the following as our focus and mission:

At NCLA we believe we're better together. As a national synergy of CTE administrators we connect forward-thinking educational professionals, contribute to the nation's economic prosperity and create opportunities for transformational professional development.

Through next-gen ideas, innovations and best practices we bring national solutions to local challenges-building a future of shared excellence. Together we are changing the CTE paradigm and improving the outcome for our students, organizations and communities.

Current Initiatives

Our major initiatives include:

1. A yearly Best Practices and Innovations in CTE conference. NCLA developed the conference in 2006 and invited national ACTE to join us as a co-sponsor in 2008. We have enjoyed a successful relationship over the past 10 years and look forward to continuing the relationship with ACTE. Strong programming has made this conference a premier professional development event for the CTE administrator. The conference is intended to be a boutique conference allowing CTE administrators the opportunity share ideas as well as to create and/or expand their professional network. This past year's conference held in Albuquerque, New Mexico in September, brought in over 400 attendees. Next year's conference will be in Louisville, Kentucky –September 26-28, 2018.

2. New this year is our monthly NCLAchat. The web based "chat" focuses on current issues pertinent to the role of the CTE administrator. The moderated "chat" pre-discussion questions are distributed to all NCLA members.
3. Each year NCLA awards two Berryman scholarships to CTE administrators to attend the Best Practices and Innovations Conference. The scholarships are for administrators who haven't previously attended a Best Practices Conference. The scholarships include complimentary conference registration and a \$750 travel stipend.
4. The webpage for NCLA is newly re-designed and can be viewed at ncla-cte.org. Information regarding applications for the Berryman Scholarship and other important NCLA can be found on the website.

Membership

NCLA membership is growing which is recognition of the important role the organization fills in the professional needs of the CTE administrator. We currently have a membership of over 1000 members which represents a growth of over 20% in the last year. We invite all ACTE members of the administrative division to become NCLA members for only \$20 per year. You can add NCLA membership to your ACTE membership by going to the ACTE website, acteonline.org, and clicking on the ACTE membership page. You may also join by check or school purchase order. Information on membership is on the ncla-cte.org website.