**ACTE Region II Policy Committee Meeting Minutes**

**December 4, 2013**

**10:00 a.m.**

**Las Vegas Convention Center – Las Vegas, NV**

**Call to Order/Welcome/Roll Call**

The Region II Policy Committee meeting was called to order by VP Juli Gilyard at 10:00 a.m. in room N222 of the Las Vegas Convention Center in Las Vegas, Nevada. Roll call included all states present except Tennessee (PCM and delegation came in late straight from the airport). NCACTE President Ruth Huff represented North Carolina for Pam Orbison.

**Agenda Approval**

The meeting agenda was reviewed by the policy committee and approved. The motion was made by Elizabeth Bullock (KY) and seconded by Willie Haynes (GA).

**Introduction to Vice Chair, Secretary, Parliamentarian**

VP Juli Gilyard introduced the Vice Chair Clark Knight (TN), Secretary Marcia Day (AL), and Parliamentarian Tom Jones (NC).

**Minutes Approval**

The September 2013 minutes (Pigeon Forge, Tennessee) were reviewed by the committee. A motion to approve the minutes was made by Willie Haynes and seconded by Irvin Hall (VA). The minutes will be emailed out to the policy committee.

**Region Financial/Membership Reports**

Juli Gilyard presented the Region’s financial and membership reports. The financial report was filed for audit purposes. The membership report showed overall progress in the region, but still a lapse in meeting the ten percent (10%) increased membership goal for FY14. Kentucky contributed their lapse to a high turnover in teacher hires the past year. The report was filed.

**ACTE December 2013 Board Meeting Report**

Juli Gilyard reported that the board had a very fruitful meeting earlier in the week, despite travel delays due to weather challenges in the Midwest. The Region Vice President breakout session included discussion regarding the rollout of the new National Awards program, VISION 2014 plans, regional conference programming and attendance, and the national leadership activities. State leadership will continue to participate in the monthly leadership conference calls. GA, KY, NC, and SC will receive QAS awards during the State Association Breakfast on Saturday morning.

**ACTE Standing Committee Reports**

*Audit – Dexter Knight*

No report

*Awards – Karen Curtis (report submitted)*

The national awards committee met during VISION. The categories for several of the national awards have changed. For example, the Outstanding Career and Technical Educator award has been split into two new awards. The Guidance award was added last year. Region II is proud this year to have nominations for the awards program at VISION. The awards committee is working to update the awards information on the Region webpage for 2014.

It was brought up that some region award winners were not able to complete the interview process because of span problems with the email notifications. Juli requested of the policy committee that when copied on any email, to please follow up with the person(s) the information was directed to, ensuring all action required is carried out.

*Bylaws – Richard Kalk*

There were no bylaw changes submitted for this year. Rick did report that a committee was formed to look at all five region policy committee manuals. All five were different from the template. The committee has decided to go back and review the template, taking out a lot of information that was not necessary. The committee approved the new template. It will go to the board for vote in March 2014. The next order of business is to do the very same thing for the division manuals.

Future bylaw changes deal with (1) Membership categories. Currently there is an affiliate category that should be for businesses, but needs further clarification. (2) Nominations from the floor. The process for nominations from the floor will be reviewed by the bylaws committee. It is possible that bylaw changes will need to be made to ensure this process is enhanced to meet the changes for voting, etc. that have recently been updated.

*CTE Support – Vacant*

Lori Jones (AL) has been appointed to the position. There was no report submitted because Ms. Jones was appointed days before the week of the conference.

*Nominating – Ronnie Teague*

This report was initially skipped on the agenda because Ronnie had not arrived in Las Vegas.

*Resolutions – Jonathan Frye*

No report due to medical emergency.

All reports received will be filed.

**Region II Reports**

*Awards – Karen Curtis*

The policy committee was asked to update the contact information for the state awards liaisons by the first of the year. The information should be directed to Karen Curtis.

*Region II Conferences*

2013 – This report was initially skipped on the agenda because the Tennessee delegation had not arrived in Las Vegas.

2014 – The 2014 Region II conference is scheduled for September 26-28 in Richmond, Virginia. Irvin Hall reported that they are working on finalizing the registration costs. Information should be forthcoming by the first of the year. Irvin also reported that they are concentrating on securing quality speakers for the conference and an expanded vendor hall. The conference will be held in conjunction with the state administrator conference, hoping to gain additional attendance.

Juli Gilyard reported that the flyer should be added to the website early 2014 as a Save-the-date.

2015 - Cindy McConnell, AACTE reported that they are still exploring sites for the conference. They are looking at the Coast, Birmingham, and several other locations.

**Business**

*Region Contribution to the Support Fund/Region II Fellows FY14*

Juli reported that approximately $600 was submitted as the profit from the silent auction in Pigeon Forge. The policy committee was asked whether or not they would like to make an additional contribution to the CTE Support Fund.

Region II has two applications this year to the fellows program. The policy committee discussed whether or not to select one of the fellows or allow both to participate. If both candidates participate, the cost for the region would be approximately $1000 and would require an amendment to the FY14 region budget.

Ruth Huff made a motion that the policy committee select one fellow to participate in the fellows program for the FY14 term and that the profit from the silent auction be used as our region contribution to the CTE Support Fund. The motion was seconded by Elizabeth Bullock. The motion passed.

Further discussion included questions about funding for the fellows. Juli reported that the hope is that the state organization will support the individual(s) financially as well so that they don’t have to come out of pocket for too many of their expenses. Willie Haynes reported that Kim Jackson-Allen specifically requested support from GACTE. It was discussed at their board meeting and approved.

*Perkins Reauthorization*

VP Juli Gilyard asked the states to keep in mind that there have been several hearings on Capitol Hill regarding the reauthorization of the Perkins Act. Even though there are lots of emails from ACTE, please pay close attention to the Perkins alerts and pass the information on in the states to ensure it is reauthorized. There may be specific email requests sent out over the next year to the state leaders to activate the membership.

*VISION 2013 Report*

Juli reported that attendance was approximately 100 persons different from 2012. This number does not include those persons that will probably register on-site. This should bring the numbers close to last year’s attendance which was around 4000.

Juli also let the policy committee know that the US Secretary of Education Arne Duncan will be providing remarks at tonight’s Awards Banquet.

Juli discussed the new format of the program book to include the icons that represent each of the divisions and strands for this year. There is also a conference app that you can use instead of the conference program book. All sessions are located there as well.

**State-of-the-State Reports (reports included)**

Alabama reported on strategies to increase membership. They are hosting a state professional development workshop. They are revising their state awards process to align better with the ACTE.

Florida – no report

Georgia reported 142 new members. Each division has been asked to promote ACTE membership. Georgia legislature is hosting nine meetings across the state. GACTE has been present at all nine meetings. The Georgia Chamber asked the GACTE Executive Director Matthew Gambill to meet with them as they develop their Educational priorities.

Kentucky reported that Inspiring, Advocating and Leading is the new state tag line for the state association. They have membership incentives to increase membership. In 2013, nearly half of the KY high school graduates were CTE concentrators. There are currently 30 empty CTE classrooms across the state because of a lack of funds to hire/retain teachers.

North Carolina is working to increase membership in the state. They are working with vendors for their summer professional development experience. NCACTE is meeting with all of the community college leaders to encourage a relationship/partnership across the state, looking to develop a division on the state level just for them. NC created an ambassador’s program to promote CTE and ACTE across the state.

South Carolina reported that MTU-Togman will receive an award tonight regarding their youth apprenticeship program. They were interviewed by Dan Rather and the New York Times. There is a newly formed state CTE advisory program in the state.

Tennessee reported that the year has been successful. The membership for the state should show an increase after the Region II conference. There were 125 people in attendance. The TNDOE is restructuring CTE and going through a massive undertaking by the fall of 2014. Ronnie Teague is the new executive director for TNACTE. The legislative breakfast will be held in February 2014.

Virginia reported that they have a new executive director Dr. Brenda Long. The VACTE develops an issues and solutions brief to be distributed to legislators in the state. The planning has gone well for the 2014 conference. The state is planning a state leadership summit in January 2014.

**Announcements/Recognitions**

Juli asked everyone (policy committee, state leadership and others) to remember the Region II Business Meeting on Thursday in room N256. The state with the most members in attendance at the meeting will receive a prize. Several people have been included on the agenda so please be on time.

The policy committee was asked to submit travel expense reports before the end of the policy committee meeting.

The first time attendees session for Thursday morning is now in N109-114 at 7:00 a.m.

**Final Report - Region II Conference**

Clark Knight reported that there were 125 attendees at the conference. Fifteen (15) vendors were present and there were 20 concurrent sessions. The expenses totaled $15,000. The registration income totaled $16,500. All states within the region were represented, excluding the US territories and the Bahamas.

**Adjournment**

The meeting was adjourned at 12:05 p.m.