

ACTE Region I

“Policy Committee Meeting”

**Hollywood Slots Hotel
Bangor, ME
Thursday, April 29, 2010**

MINUTES

The ACTE Region I Policy Committee Meeting was called to order at 1:06 p.m. by Vice President, Mary Ann Bittner. She welcomed all Board member attendees and paid tribute to our own Dave Keaton as the Region I Board liaison and state of Maine planner who was instrumental in making this conference happen. Introductions progressed around the table. Dave noted that the program reflects cost saving collaboration through sponsors. He called attention to the exhibitors named on the back of the program. He invited everyone to this evening's MACTE/ACTE Region I Reception sponsored by PEARSON. Business casual dress will be in order.

A Region I, “Roll Call of States” sheet was circulated by Secretary, Van Hughes. Members were asked to sign in by name, state, and include their e-mail address. Also made available for review and comment were copies of the Minutes from the *November 18, 2009 Policy Committee Meeting* and (draft) copies of the *November 21, 2009 Annual Business Meeting*. Both meetings were held at the *Gaylord Opryland, Nashville, TN*.

A motion was made by Tom Harris and second by Bill Ransom that the Policy Committee Minutes be approved and that the Annual Business Meeting Minutes be forwarded to Las Vegas with the recommendation for approval...

...motion carried.

The March 31, 2010 Account (3/4 2009 – 2010 fiscal year) of Revenue over Expenses for the Region I Budget showed the following: Actual YTD Expenses Line item 580-300 Food & Beverage = \$213. from a Total Annual Budget = \$6,048. The report was filed for audit.

COMMITTEE REPORTS

Audit Review: No report. However, Mary Ann Bittner received an e-mail from long time Audit Committee member and Region I leader Ron Cassidy who is recovering from health problems. He plans to attend the December 2010 ACTE Convention in Las Vegas.

Awards: Ann Jordan expressed her appreciation for everyone standing by her during her recent medical treatment and recovery. She distributed and provided a review of the Region I Awards categories for

2010. Nomination materials are due: July 30, 2010. She reasserted the importance of the awards both for the individual recipient as well as the public relations aspect for Career and Technical Education. At the Wednesday, March 10, 2010 at the ACTE National Policy Seminar: The Association for Career and Technical Education (ACTE) and NIOSH announced **Mark D. Threeton, Ph.D.**, professor at Pennsylvania State University, as this year's NIOSH School Safety Award recipient. The **ACTE and NIOSH Safety Award** is given to a teacher or professor who promotes occupational safety and health in school laboratories. Dr. Threeton is a professor in Penn State's Workforce Education and Development Program. He will be recognized at the Co-op meeting.

Allen Vaughan, as he has on many occasions in the past, urged expansion in all states for awards emphasizing the importance of and recognition of legislators and government officials.

Mary Ann Bittner circulated an e-mail flyer she received from Polly Mingyar depicting a "*Lighthouse Clock*" as a proposed award gift. "We need to decide on what to do,"

Bylaws: No report.

Communications: David Keaton reported that this committee will operate as a **Task Force** as of July 1, 2010. The Liaison for this Task Force, Peter Magnuson talked about how this group of volunteers will help shape articles and topics for **Techniques** magazine. The ACTE website has yet untapped potential. As an example, Dave added his thanks to Peter for **Catch the Wave: Region I ACTE Conference** "blast" announcements **From ACTE**.

CTE Support Fund: Allen Vaughan reported that his term on the committee officially ends June 30. Contribution brochures to "Help ACTE Promote the Value of Career and Technical Education!" were made available.

Cultural Awareness: No report. Committee will operate as a **Task Force** as of July 1, 2010.

Legislative: Annie Foster reported that this is another committee that will officially become a **Task Force** on July 1 of this year. Deputy Executive Director, Peter Magnuson, stated that active participation will be the driving force for this organizational model.

Membership: No report. "The Membership Committee is one of those committees that will cease to exist after June 30, 2010, to be replaced by [a] **task force[s]**."

New Ideas: No report. "The committee is becoming a **task force**."

Nominating Committee: Mary Ann Bittner's comments were based on the AOD action taken at Nashville and reported in **Techniques**; April 2010; p. 56; - **2011 Board of Directors Nomination and Election Changes** – *At the 2009 Assembly of Delegates, the Delegates approved an amendment to the Bylaws allowing the voting process to commence no later than the third day of the Annual convention. This change will be implemented beginning with the 2011-2012 vacancies. Since voting for the 2011 election will start in December 2010, the nomination timeline will change:*

- *Nominations for the 2011 election will begin in April 2010.*
- *Nominations for the 2011 election are due June 15, 2010.*
- *In July 2010 the ACTE Nominating Committee will meet via conference call to approve the candidates and hold President-Elect interviews.*

- *Candidate information will be featured in the November/December 2010 Techniques.*
- *Voting will open during Convention and will remain open for 30 days. For the 2011 election, voting will take place in the month of December 2010.*
- *Winners will be announced the first week of January, 2011.*

Professional Development: No report. Committee status will expire June 30, 2010.

Public Information: Selected from the *2010 ACTE News Releases* website, will cease as a committee.
<http://www.acteonline.org/presscenter.aspx?year=2010>

Wednesday, January 13, 2010 - 2010 – “Candidates Selected for ACTE National Leadership Fellowship Program” - The Fellowship Program is a one-year commitment from January 1 through December 31, 2010. Each of the five Regions of ACTE is represented in the program, with Fellows selected by the Region vice president. This year’s fellowship class includes: Jeffrey Travers, supervisor of adult education in the public safety services division at Great Oaks Institute of Technology, Cincinnati, Ohio; Region I.

Tuesday, April 13, 2010 – “ACTE Announces ‘Career Ready’ Definition”

The Association for Career and Technical Education (ACTE) today released a paper titled “What Is ‘Career Ready’?” that outlines three broad sets of skills students need to be career-ready: core academic skills, employability skills and technical skills. ACTE created the paper to broaden the national discussion around the term “career readiness.”

Resolutions: No resolutions to report at this time.

“Off the Top” DISCUSSION

Van Hughes commented that there must be an under girding human need that causes us to assemble routinely as a group at a predetermined location and discuss issues that could be resolved over the telephone or the Internet. Peter Magnuson commented that traveling may not be the best use of time and the speed with which information changes requires rapid decision making. However, it is important to get acquainted with colleagues (value people) rather than responding to avatars. The quality of content will bring people to an event. Chet Wichowski pointed to the example of the Task Force organizational model which offers greater opportunity for participation by more individuals. Mary Ann Bittner is hoping for Region I candidates to step forward in leadership roles.

The National Dues will increase by \$20.00 effective July 1, 2010. There has not been an increase since 2001. The Board will look at the financial picture and determine every two years whether a subsequent increase will be needed. Adjusting the dues by Policy adoption rather than by Bylaw structure has not been undertaken before. Maggie Hess believes the Unified Dues question may not be as challenging as anticipated.

In regard to Professional Development, Dave Keaton says he applies Perkins funds for developing the participating members. Bill Ransom would like to see this model, but has not been able to do so for over a decade. Chet Wichowski stated that, “If it’s not in the state plan, ‘it doesn’t exist!’”

Mary Ann Bittner would like to expend money on a Region Project with a “promotional” theme. Chet suggests supporting new members 50% of their expenses if they attend the convention. Some administrators are able to write their own dues and convention attendance approvals leading to the errant belief that ACTE is for administrators only. Bill Ransom asks, “Does ACTE have a promotional piece?” Annie Foster adds comments about using a mobile “In-service Training Program” to visit various states. Gary Moore says we need to “teach” people about professional obligation and participation.

NYSCATE PROPOSAL --- 2011 REGION I CONFERENCE

Bill Ransom presented a three page proposal with the following introduction and highlights: The NYSCATE is excited about the possibility of having the 2011 Region I Meeting in NY. The committee has some preliminary ideas for you to consider. This proposal does not include all of our ideas, and we also have some potential for connecting with some of other organizations for participation in and support of our program. **WHERE:** Albany, NY. Our reasons: Airport and major highways provide easy access. Some very exciting things are going on in the area related to CTE. Good and convenient hotel space. Close to Saratoga and other attractions – NYS Museum, many colleges, Howe Caverns. New York’s Capital. Convenient for the committee. **WHEN:** March 24-26, 2011. The committee would like to propose a collaborative venture with the NYS Association of Career and Technical Administrators. ACTEA has their annual Leadership Conference at that time...attendance would be increased at both meetings and perhaps we could share the costs of speakers and meeting space. **LOCATION:** Desmond Hotel; Other hotels – Best Western; Holiday Inn; Hilton Gardens; Hampton Inn; and Comfort Inn. **ATTRACTIONS for TOURS:** Tech Valley High School, Troy, NY; The College of Nanoscale Science and Engineering of the University at Albany; The Capital Region Career and Tech Center; Hudson Valley Community College; SUNY Cobleskill; and Schenectady Community College. **POTENTIAL SPEAKERS/Sessions:** Charles Dietrich, Capital Region BOCES Superintendent; Edward Browka, Ecovative Design company; Mr. Qualters, National Restaurant Association Pro-start Program; and other possibilities. **OUR NEEDS:** Seed money; Decision on the date; Approval of location; Charges for registration, housing, and meals; Meal locations; Estimate of attendees; Actual start and end day/time; Who are the ACTE and Region I contact persons?; and What is and who chooses the theme?

Dave Keaton suggested that ACTE will create a registration site. He also offered a handoff of tablets, banners, etc. A buy in for state participation to use as an in-service is a must. Sponsorship is fundamental. Bill Ransom needs a conference call from past conference planners to resolve problems/questions. He appreciated the input and thanked everyone for listening to the proposal.

NEW BUSINESS

A motion was made by Bill Ransom and second by Bob Walls to proceed with the purchase of the lighthouse award...

....Motion carried.

ANNOUNCEMENTS

Mary Ann Bittner announced that a 50/50 raffle would extend over the next day with the drawing to be held at the Maine Lobster Bake Dinner tomorrow evening.

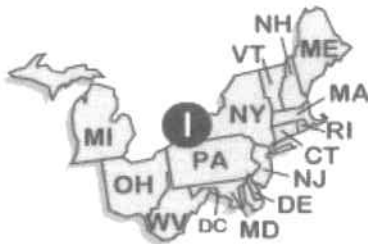
Dave Keaton called attention the full schedule tomorrow including: Breakfast in the Epic Buffet; Bus to United Technologies Center and tour of same; Breakout sessions (2); Lunch/Vendor time (sponsored by Cianbro Corporation); Keynote presentation by Dr. Habib Dagher; Desert time; Bus to University of Maine and tour of UMO Advanced Composite Center; and Return to Hotel for dinner (sponsored by PDT Architects, Encompass Marketing, and Rainstorm Consulting). Saturday's Agenda will a Hollywood Slots Tour/Presentation and Maine Tourism/Associations Stability/workforce presentations.

Motion by Allen Vaughan that the meeting be adjourned...

....Approved at 3:33 p.m.

Van Hughes

Secretary,
ACTE Region I



Region I

Roll Call of States

Guests: Peter Magnuson, ACTE and Gary Moore, ACTE

Maine – Glenn Kapiloff, and Dave Keaton

Maryland – Annie Foster

Massachusetts – Marcus Ashley, and Allen Vaughan

New York – Bill Ransom

Ohio – Mary Ann Bittner, Tom Harris, Maggie Hess, Ann Jordan, and Robert Walls

Pennsylvania – Van Hughes, and Chet Wichowski

ACTE Region I

"Policy Committee Meeting"

Las Vegas Convention Center

Room N236

Wednesday, December 1, 2010

MINUTES

The ACTE Region I Policy Committee Meeting was called to order at 12:35 p.m. by Vice President, Mary Ann Bittner who then led the assembled members in the *Pledge of Allegiance*. She welcomed all Region I Board members and prompted around the room self-introductions (see Roll Call of States attached). Mary Ann announced that the *"Annual Business Meeting"* will immediately follow adjournment of this meeting in Room N221, 2:45 – 4:30 PM. This situation sets up a rather hectic and hurried schedule. President-Elect, Jim Comer and Past President, Ed Melott were present to extend cordial hellos and sincere welcomes to everyone. The leadership team will be around later to introduce candidates nominated for election to the office of ACTE President. Our own Mary Ann Bittner is one of the nominees. She noted that her 4 grandchildren help bring comparative focus to the fast pace of ACTE events. All present were invited to enjoy the snacks and refreshments provided. Mary Ann also distributed a star and jingle bells favor that she suggested be hooked on the classroom door to alert for arrivals and departures.

A Region I, "Roll Call of States" sheet was circulated by Secretary, Van Hughes. Members were asked to sign in by name, state, and include their e-mail address. He also asked that members give some thought to naming his replacement to the office of ACTE Region I Secretary. Perhaps a trainee would choose to step forward? Van has served in the capacity for 10 years.

The minutes from the *April 29, 2010 Policy Committee Meeting* at the *Hollywood Slots Hotel, Bangor, ME* were presented for approval. A motion was made by Poly Mingyar and second by Mitch Culbert that the Policy Committee Minutes be approved...

...motion carried.

The statement "For the Four Months Ending October 31, 2010" showed an Annual Budget of (5,848) Revenue over Expenses. Region I Budget showed line items: Travel Expense, 1,823; Meeting Expense, 1,250; AV Expense, 75; Food & Beverage, 500; Promotion, 400; Fundraising Expense, 100; Shipping/Mailing Expense, 200; Printing Expense, 150; Office/Mailroom Supplies, 200; Communications, 200; Awards & Grants, 450; and Scholarships, 500. A "Schedule of Board Designated Funds" and "Schedule of Temporarily Restricted Net Assets," both dated October 31, 2010. Some comments were raised alluding to the lack of clarity on the forms. Harry Snyder offered an attempt to explain the style of presentation. The reports were filed for audit.

STANDING COMMITTEE REPORTS

Audit Review: No report. "The Audit Review is charged with overseeing the audit process of the association and working with the outside auditor on the completion of the Audit. The report, along with the Auditor's Management Letter, is to be included in the Board packet mailed prior to the Board of Directors meeting in December. The report of the Committee is to be published in *Techniques Magazine*."

Awards: Lynda Spittle reported that the program policy is undergoing further review. How are we going to get people here? Would stipends work? What about work shops for writing resumes, completing forms? The categories of Outstanding Community Service and Outstanding Teacher of the Year were not filled this year. The Committee's objective is to recognize excellence and innovation in the career and technical education field. Specifically, the Committee is responsible for soliciting and reviewing nominations and determining the recipients for the Teacher of the Year Award, Outstanding Career and Technical Educator of the Year Award, Outstanding New Career and Technical Teacher Award, Outstanding Teacher in Community Service Award, Carl Perkins Humanitarian Award, Arch of Fame Award, Award of Merit, Outstanding Service Award, and Image Award. In addition, ACTE Region I presents two additional Awards: the *Scott Westbrook, III – Humanitarian Award*, and the *Jim Hanneman – Memorial Award*.

Bylaws: Mitch Culbert reported that the Bylaws are trim and good. Any member can propose an amendment. The Committee is to review all proposals submitted to amend the ACTE Bylaws and prepare a statement of pros and cons for each Bylaws amendment to be included in the October *Techniques Magazine* and posted on the website. The Committee is responsible for bringing forth to the 2010 Assembly of Delegates, Bylaws amendments to be acted upon.

CTE Support Fund: Don Ayer is filling in for Allen Vaughan during the Convention. Don encouraged everyone to attend the ACTE Networking Reception and Silent Auction, Hilton Hotel, Ballroom B & C, Friday, 5:00 – 7:00 PM. The CTE Support Fund is responsible for raising money to support the advocacy and awareness efforts of the Association.

Nominating Committee: Maggie Hess shared the *2011 ACTE Board of Directors Election* flyer. The updated "Your Vote, Your Voice" calendar shows: November/December – *Techniques* features office seekers' information and platform statements; November 4, 2010 – active membership deadline 30 days prior to commencement of voting; December 3, 2010 – Survey and Ballot Systems, third party election vendor begins process on the morning of Friday, December 3, 2010. Convention attendees can vote at kiosks or vote over the internet; Midnight January 1, 2011 – deadline for casting your vote; Week of January 3, 2011 – The results of the Election will be released. Five reasons to participate... It's your right. Your voice matters. Your Region/Division needs you. It's easy. Your vote influences the direction of ACTE and CTE.

Candidates for ACTE President-Elect are: Mary Ann Bittner; Karen Mason; Kristin L. Peterson....for ACTE Vice President for Region I: Robert E. Scarborough; James Scott; Nancy J. Trivette....for ACTE Vice President for Marketing Education: Delores Pride Ali; Yalanda Bell; LeAnn Dinsdale....and for ACTE Vice President-elect for Adult Workforce Development: Carol Farabee; Andrea Pogue.

Resolutions: Robert Walls reported that the Resolutions Committee acted on a housekeeping resolution and reevaluated archived resolutions. The Committee is charged with reviewing and editing any

resolutions submitted by members, state associations, or affiliated organizations. In fulfilling this charge, the Committee is expected to communicate with the membership, Divisions and Regions as to the purpose of resolutions and the appropriate procedures for submitting resolutions.

TASK FORCES

Communications: Poly Mingyar reported that they will explore and analyze mobile technologies as a way to deliver ACTE content and services. The objectives are – To explore existing and horizon communications technologies and analyze how ACTE might use them to enhance communication. Experiment with some of the identified technologies. Develop a recommendation on what technologies ACTE should consider and the potential budget impact these may have. Survey members on their existing use of mobile communication devices.

Cultural Diversity: No report. The Task Force purpose is to increase communication to ACTE members about cultural diversity issues and concerns through activity in the ACTE booth at the ACTE Annual Convention, articles in the *Techniques* magazine, and survey focused on products, services, and information ACTE can provide its members.

Data and Research: No report. The mission of the Data and Research Task Force is to identify priorities and provide support that will position ACTE as the leader related to quality career and technical education data and research.

ESEA: Dave Keaton reported that as of this date, no meeting has been held. The purpose of the ESEA Task Force is to respond and provide timely feedback to ACTE staff regarding legislative proposals and policy developments related to the Elementary and Secondary Education Act reauthorization. ESEA is currently moving through Congress, and the Board of Directors previously approved recommendations of the No Child Left Behind Task Force several years ago, which the task force will use as a guide in their work.

Leadership Development: Van Hughes reported that the meeting began at 9:15 a.m. this day. Business included: review of the task force purpose and objectives; summary of current leadership activities; discussion of potential leadership development issues and programs; next steps; and next meeting will be conference call on Monday, January 24, 2011 at 10:00 a.m. Jim Scott stated the leaders will gain purpose and direction to be applied at the “local” state level. Every state should identify leader candidates with five to ten years into their experience. The mission of the Task Force is to develop a comprehensive plan to ensure a diversified cadre of volunteers aligned with the brand and strategic direction of ACTE.

Performance Leadership: No report. The mission of the Performance Leadership Task Force is to position ACTE as a catalyst for moving the CTE field toward the use of student performance data as a driver for program quality and visibility and student improvement.

Perkins: No report. The Perkins Task Force will undertake a thorough review of the existing law and develop a formal set of recommendations in preparation for the next Perkins reauthorization.

Postsecondary Education: No report. The mission for the Postsecondary Education Membership Task Force is to outline and prioritize the specific actions ACTE should undertake to increase the number of members from the postsecondary education arena.

Public Awareness: No report. The purpose of the Public Awareness Task Force is to provide feedback and recommendations as the Association moves forward to improve the image of CTE through different activities including CTE Month, the ACTE Web site, and a national public awareness campaign. The taskforce will help develop ideas and provide feedback on how to educate different audiences about CTE.

School Reform: Mary Ann Bittner met to discuss the Task Force with Steve DeWitt this morning. The purpose of the School Reform Task Force is to develop a set of broad education reform recommendations.

Work Force Investment: No report. The purpose of the Workforce Investment Act (WIA) Task Force is to respond to and provide feedback on policy developments related to the ongoing Workforce Investment Act reauthorization.

Young Professionals Membership: No report. The mission for the Young Professionals Task Force is to outline and prioritize the specific actions ACTE should undertake to increase the number and engagement of members under the age of 40 years.

An impromptu discussion surfaced on the "Task Force" concept. Will they ever expire? When are meetings scheduled? Where is the Legislative Task Force? What will be the life of the Perkins Task Force? No real answers were provided for these questions.

2011 REGION I CONFERENCE

Terry Hughes shared information of the 2011 Region I Conference. The theme will be ***CTE Leadership in Emergent Technology.*** The airport nearby offers easy access to the lodging; Holiday Inn Express and Suites, Latham (Albany), New York. Mark the date, Thursday, April 28 through Saturday, April 30, 2011. The registration cost will be \$210 per person. Last year's host planner, Dave Keaton advised close cooperation with ACTE headquarters. He suggested "periodic e-mail blasts" to Region I members. Registration is already underway. Mitch Culbert cautioned that school budgets may be restrictive as the economy is tight. Get requests in early. Terry promised comfortable accommodations, excellent meals, timely speakers, interesting tours, informative workshops, and all in a professional context. New York's Capital is convenient for those who have a little extra time. Everyone is welcome.

NEW BUSINESS

No formal action was necessary under the order of New Business.

ANNOUNCEMENTS

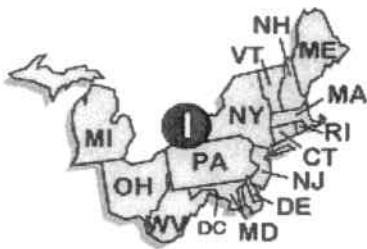
Mary Ann Bittner commented on the *Member-Get-A-Member* campaign. All current members have at least one favorable ACTE experience they could share with a prospective member in order to open a conversation about the benefits of membership. As an active member, you are the best advocate for membership. Mary Ann encouraged everyone to spread the word about the initiative. Word-of-mouth is the surest way to promote the growth of ACTE. Here are the program details: (1) The program is open to any ACTE Member in good standing. (2) Separate recognition and incentive programs are available to state associations; state association staff members are not eligible to participate. (3) If ACTE cannot verify the identity of the referring member, no credit will be received for that application. (4) Student membership referrals, while welcome and encouraged, are not eligible toward the incentive program. (5) Renewals are not eligible toward the incentive program. (6) Only new memberships qualify for credit. (7) A monthly report will be sent via e-mail to the recruiter once a new member has joined. At that time, the recruiter will receive credit toward the incentive program.

Flyers were distributed inviting participation at the *2011 National Policy Seminar*, March 7th thru 9th.

The meeting was adjourned at 2:30 p.m. in order to convene the *Annual Business Meeting* at 2:45 p.m. in Room N221.

Van Hughes

Secretary,
ACTE Region I



Region I

Roll Call of States

Guests – ACTE Officers, Jim Comer, and Ed Melott

Maine – Dave Keaton

Massachusetts – Donald Ayer

New York – Terry Hughes

Ohio – Mary Ann Bittner, Mitch Culbert, Maggie Hess, Alice Hite, Polly Mingyar, Wendy Nichols, Jim Scott, Harry Snyder, Lynda Spittle, Stewart Spittle, Jeff Travers, and Robert Walls

Pennsylvania – Van Hughes, Dan McBride, and John Sandrene

ACTE Region I

“Annual Business Meeting”

Las Vegas Convention Center

Room N221

Wednesday, December 1, 2010

MINUTES

(Policy Committee Review Draft)

Immediately after a hectic change of rooms that followed the official 2:30 p.m. close of the Region I Policy Committee Meeting, ACTE Vice President, Mary Ann Bittner called the Region I Annual Business Meeting to order at 2:51 p.m. She announced there was a slight change in Awards recognition due to schedule obligations for some of the awardees. (Secretary's note) - However, the proceedings are recorded below in order of the Agenda.

Hosa Post Secondary/Collegiate Vice President, Rahma Mkuu, representing CTSO's, extended greetings and appreciation to the assembled members and guests. She attends the University of Florida as a junior pursuing a Bachelors Degree in Health Education and Behavior and a Minor in African studies. Rahma has been a HOSA member for six years. As a freshman and an immigrant from Kenya, she joined HOSA because of her passion for health care. As a member, she has had the opportunity to gain leadership experience and compete in competitive events such as prepared speaking and parliamentary procedure, volunteering as a judge for creative problem solving, parliamentary procedure, CPR, and First Aid. She also attended the Washington Leadership Conference and received the award of Outstanding State Leader. Her goal is to help eradicate health problems in emerging nations. She believes that everybody deserves "life, liberty and the pursuit of happiness." Rahma believes in the Swahili proverb, "*Haba na haba hujaza kibaba*" which means that little by little fills up a measure.

Director of the ACTE Leadership Department, Lauren Lessels, urged members to explore grants as a way of building State Association initiatives, as well as other CTE focused programs. The January 2008 *Techniques* magazine contained an article, "***Taking the Lead on Grant Writing***." The article states, "...a strong leader must step forward and begin the quest to secure the necessary funding, and that frequently means applying for a grant." There are many hints and resources in the two page article which will prompt creative ideas. This could be a method for sponsoring and funding a state member with recognized leadership potential. Lauren is available to provide advice and answer questions once you get underway at ACTE Headquarters 1-800-826-9972 ext. - 315 or llessels@acteonline.org. She noted that twenty-seven State Directors have participated in Leadership Conference Calls.

ACTE Region I Secretary, Van Hughes encouraged attendees to sign the both roll call sheets being circulated. The Minutes from the **November 21, 2009 - Region I Business Meeting** at Nashville, Tennessee were distributed for review and approval. Dave Keaton moved to approve the Minutes as presented, second by second by Polly Mingyar...

...motion carried.

COMMITTEE REPORTS

Audit Review: The most recent statement for Region I shows "For the Four Months Ending October 31, 2010" reveals an Annual Budget of (\$5,848.00) Revenue over Expenses." In terms of the most recent published version of the Independent Auditor's Report appearing in the *Techniques*, January 2010 issue, "...the financial position of the **Association for Career and Technical Education** on **June 30, 2009 and 2008** and the changes in net assets and cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America."

Awards: Lynda Spittle encouraged Region I leaders to nominate members in their state who display the characteristics as outlined in the *ACTE Excellence Awards* booklet. Unfortunately this year, Region I did not field nominees in some of the categories. This does not present the actual condition that exists, because there are a great many professionals and programs out there worthy of recognition. She then proceeded to recognize the following awardees. National Award winners will be named at the Friday morning General Session.

Teacher of the Year
No Region I Nominee This Year

Outstanding Teacher in Community Service
Crissy Lauterbach

Outstanding Career and Technical Educator
Alice Karen Hite

Outstanding New Career and Technical Educator
No Region I Nominee This Year

Lifetime Achievement Award
Rhonda Hoyman

Scott Westbrook, III – Humanitarian Award
Ron Cassidy

Jim Hanneman – Memorial Award
Margaret "Maggie" Hess

Bylaws: Mitch Culbert reported that no amendments to the Bylaws are under consideration.

CTE Support Fund: Don Ayer filling in for Allen Vaughan encouraged everyone make a personal donation to the CTE Support Fund. He further requested members to attend the ACTE Networking Reception and Silent Auction, Hilton Hotel, Ballroom B & C, Friday, 5:00 – 7:00 PM. The CTE Support Fund is responsible for raising money to support the advocacy and awareness efforts of the Association.

Nominating: Maggie Hess shared the *2011 ACTE Board of Directors Election* flyer, “Your Vote, Your Voice”. Convention attendees can vote at kiosks or vote over the internet; Midnight January 1, 2011 – deadline for casting your vote. Two of the four *Techniques* published candidates, Scarborough from Ohio and Trivette from New Jersey were selected to narrow the field.

From the meeting room floor, Wendy Nichols moved to re-nominate Jim Scott as a candidate for the office of Region I Vice President. The second came from published candidate, Kristin Peterson....

....motion passed by paper ballot 15 (yes) to 6 (no).

Note: The candidate presentations immediately below have been placed under this Nominating Committee report section from earlier segments of the Agenda.

Candidate Presentations for President of ACTE:

Karen Mason – is currently a Family and Consumer Sciences teacher at East Newton High School in Region III. She believes in Career and Technical Education and feels it is very important to all students. DTE has come a long way but still has a long way to go. All students can benefit from taking CTE courses. CTSO’s impact students in positive ways and create an awareness of our programs to to our communities and schools. As educators, we need to share the best kept secret of providing reasons for at-risk students to stay in school. She truly believes that CTE is important in high school and at the postsecondary levels.

Mary Ann Bittner – is the Principal of the Auburn Career Center and currently serves as the Vice President of ACTE Region I. She is proud to be a career and technical education professional. She hopes to get the vote out and finds it challenging to run against her long time friend. Alice Hite was one of her mentors. Mary Ann believes we must provide students with 21st century skills to keep them competitive in the world market. Analyzing data is the key to effective decision making. We must listen to our many business and industry partners and organizations that give us direction for future endeavors. She is committed to investing her energy, time, and service, both personally and professionally, to represent CTE on issues of critical importance to the Association and America’s future, because she believes in the value of career and technical education.

Candidates Presentations for Vice President of ACTE Region I:

Kristen L. Peterson – is a Job Training Coordinator at the Lorain County JVS, Oberlin, OH. Given today’s economic climate and changing workforce demands, career and technical education is more valuable than ever. Board members need to gain as broad a perspective as possible in order to join staff as advocates.

Robert E. Scarborough – is the Director of the Great Oaks Institute for Technology and Career Development. He operates under the 3 P’s, Passion, Partnerships, and Performance. He will retire on June 30, but will have support for completing the duties of office. ACTE’s Region I community is made up of talented, committed people. The changing environment requires us to take this system to even higher levels of excellence; we must collaborate, share best practices, and capitalize on our strengths, in order to exceed the expectations of all stakeholders. Measures include: a comprehensive membership

drive; determine common goals and align with the strategic plan; support ACTE's mission, vision, and goals; and develop far reaching partnerships. To achieve new levels of excellence, he asks for our vote.

James Scott – is a Secondary Instructor of Turf, Landscape, and Greenhouse Management. He thanked everyone for the opportunity to officially represent the Region. His platform as a candidate includes advocacy, collaboration, and team building. CTE must be part of the solution to the economic challenges by advocating for legislative initiatives including the reauthorization of ESEA and Perkins V. We must continue building collaborative teams and continue increasing our membership to strengthen our voice. CTE needs to prepare students to be college and career ready. He stands ready to serve.

Nancy J. Trivette – is a State Agricultural Leader / FFA Advisor at the New Jersey Department of Education. She shared that it is an honor to contend with revered colleagues. Her Ag background includes growing up on a farm and holding a degree in ornamental horticulture. Changes in our world, such as an ever growing population and declining natural resources, over the next 40 years will continue to require CTE leaders to be visionary, progressive, and responsive. Global industry requires us to increase science, technology, engineering, and math (STEM) skills of all learners and prepare them for societal changes. The future vision of ACTE must be adopted at the local level. Her record of national leadership in Agricultural Education and dedication as an educator show that she can assist ACTE to meet their changing needs of our students, educators, and programs. The future

Resolutions: Robert Walls reported that the Resolutions Committee acted on a housekeeping resolution and re-evaluated archived resolutions. The Committee is charged with reviewing and editing any resolutions submitted by members, state associations, or affiliated organizations. In fulfilling this charge, the Committee is expected to communicate with the membership, Divisions and Regions as to the purpose of resolutions and the appropriate procedures for submitting resolutions.

TASK FORCE REPORTS

Communications: Poly Mingyar reported that they will explore and analyze mobile technologies as a way to deliver ACTE content and services. The objectives are – To explore existing and horizon communications technologies and analyze how ACTE might use them to enhance communication. Experiment with some of the identified technologies. Develop a recommendation on what technologies ACTE should consider and the potential budget impact these may have. Survey members on their existing use of mobile communication devices.

Cultural Diversity: No report. The Task Force purpose is to increase communication to ACTE members about cultural diversity issues and concerns through activity in the ACTE booth at the ACTE Annual Convention, articles in the *Techniques* magazine, and survey focused on products, services, and information ACTE can provide its members.

Data and Research: No report. The mission of the Data and Research Task Force is to identify priorities and provide support that will position ACTE as the leader related to quality career and technical education data and research.

Energy Sustainability: No report. The mission of the Energy Sustainability Task Force is to develop a plan outlining strategies for ACTE to position CTE as a leader in the energy sustainability arena.

ESEA: Dave Keaton reported that as of this date, no meeting has been held. The purpose of the ESEA Task Force is to respond and provide timely feedback to ACTE staff regarding legislative proposals and policy developments related to the Elementary and Secondary Education Act reauthorization. ESEA is currently moving through Congress, and the Board of Directors previously approved recommendations of the No Child Left Behind Task Force several years ago, which the task force will use as a guide in their work.

Leadership Development: Van Hughes reported that the meeting began at 9:15 a.m. this day. Business included: review of the task force purpose and objectives; summary of current leadership activities; discussion of potential leadership development issues and programs; next steps; and next meeting will be conference call on Monday, January 24, 2011 at 10:00 a.m. Jim Scott stated the leaders will gain purpose and direction to be applied at the "local" state level. Every state should identify leader candidates with five to ten years into their experience. The mission of the Task Force is to develop a comprehensive plan to ensure a diversified cadre of volunteers aligned with the brand and strategic direction of ACTE

Performance Leadership: No report. The mission of the Performance Leadership Task Force is to position ACTE as a catalyst for moving the CTE field toward the use of student performance data as a driver for program quality and visibility and student improvement.

Perkins: No report. However, it was noted that Alisha Hyslop would like to receive input on the next Perkins Act. The Perkins Task Force will undertake a thorough review of the existing law and develop a formal set of recommendations in preparation for the next Perkins reauthorization.

Postsecondary Education: No report. The mission for the Postsecondary Education Membership Task Force is to outline and prioritize the specific actions ACTE should undertake to increase the number of members from the postsecondary education arena.

Public Awareness: No report. The purpose of the Public Awareness Task Force is to provide feedback and recommendations as the Association moves forward to improve the image of CTE through different activities including CTE Month, the ACTE Web site, and a national public awareness campaign. The taskforce will help develop ideas and provide feedback on how to educate different audiences about CTE.

School Reform: Mary Ann Bittner met to discuss the Task Force with Steve DeWitt this morning. The purpose of the School Reform Task Force is to develop a set of broad education reform recommendations.

Work Force Investment: No report. The purpose of the Workforce Investment Act (WIA) Task Force is to respond to and provide feedback on policy developments related to the ongoing Workforce Investment Act reauthorization.

Young Professionals Membership: No report. The mission for the Young Professionals Task Force is to outline and prioritize the specific actions ACTE should undertake to increase the number and engagement of members under the age of 40 years.

REGION I REPORT

Mary Ann Bittner reported that attendance is down at this year's Convention. Dave Keaton suggested the state of the economy may be a contributing factor. It is difficult for some to attend due to tight district budgets. Dave also wanted to go on record that he took a hit last year's Bangor Conference when Hollywood Slots was named as the destination. He believes that some administrators were skeptical of funding meals, travel, and lodging with a casino as the destination point. Using the same reasoning, he urges that we reconsider naming Las Vegas as a host city in the future.

Mary Ann also commented on the *Member-Get-A-Member* campaign as she had earlier in the Policy Committee Meeting. All current members have had at least one favorable ACTE experience they could share with a prospective member in order to open a conversation about the benefits of membership. As an active member, you are the best advocate for membership. Mary Ann encouraged everyone to spread the word about the initiative. Word-of-mouth is the surest way to promote the growth of ACTE. Here are the program details: (1) The program is open to any ACTE Member in good standing. (2) Separate recognition and incentive programs are available to state associations; state association staff members are not eligible to participate. (3) If ACTE cannot verify the identity of the referring member, no credit will be received for that application. (4) Student membership referrals, while welcome and encouraged, are not eligible toward the incentive program. (5) Renewals are not eligible toward the incentive program. (6) Only new memberships qualify for credit. (7) A monthly report will be sent via e-mail to the recruiter once a new member has joined. At that time, the recruiter will receive credit toward the incentive program.

2011 REGION I CONFERENCE

Terry Hughes reported on the Spring 2011 Region I Conference. The theme will be *CTE Leadership in Emergent Technology.* Travel from the airport offers easy access to the lodging. The Holiday Inn Express and Suites is located near Albany at Latham, New York. Mark the dates, Thursday, April 28 through Saturday, April 30, 2011. The registration cost will be \$210 per person. Get requests in early. Terry promised comfortable accommodations, excellent meals, timely speakers, interesting tours, informative workshops, and all in a professional context. New York's Capital is convenient for those who have a little extra time. Everyone is welcome.

OLD BUSINESS

Mary Ann was pleased to announce that Dr. Belinda McCharen will serve as the Fellowship Coordinator for the next two years. Belinda is Associate Professor and the Francis Tuttle Endowed Chair for Occupational Education Studies at Oklahoma State University. Past Fellows from Region I are: 2009 – Jim Scott, horticulture instructor at Tolles Career and Technical Center, Plainville, Ohio; and 2010 – Jeffrey Travers, supervisor of adult education in the public safety services division at Great Oaks Institute of Technology, Cincinnati, Ohio. The ACTE Fellowship Program is an instrument to provide professional development, policy knowledge and leadership development. Mary Ann urged state associations to sponsor a Fellow.

NEW BUSINESS

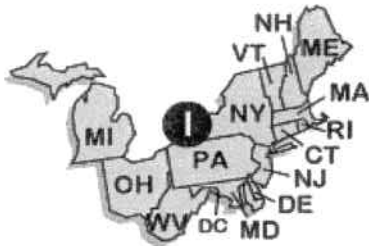
There was no New Business to be brought before the assembled members.

ADJOURNMENT

The meeting adjourned at 4:15 p.m.

Van Hughes

Secretary
ACTE Region I



Region I

Roll Call of States

Las Vegas, NV – December 1, 2010

Guests – ACTE Staff, Lauren Lessels, and Alisha Hyslop

Maine – Dave Keaton

Massachusetts – Donald Ayer

New Jersey – Nancy Trivette

New York – Terry Hughes

Ohio – Mary Ann Bittner, Mitch Culbert, Mike Hawley, Maggie Hess, Alice Hite, Dave Irvin, Crissy Lauterbach, Polly Mingyar, Wendy Nichols, Kristin Peterson, Jon Quatman, Bob Scarborough, Jim Scott, Harry Snyder, Lynda Spittle, Stewart Spittle, Jeff Travers, and Robert Walls

Pennsylvania – Van Hughes

