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Region V Policy Committee Meeting
Wednesday, April 5, 2017
Board Room, Rushmore Plaza Holiday Inn

Present: Dodie Bemis; Coleen Keffeler, Rick Ross, Craig Statucki, Sherilyn Senef, Mark Branger, Doug Meyer, Past President of ACTE; Lyn Velle, and Pam Stoklund.

Call to order: Dodie Bemis called the meeting to order at 8:37 a.m.

Approval of the Agenda: Coleen moved approval of the agenda with flexibility. Rick seconded the motion, and it passed.

Approval of the Minutes: Sherilyn moved approval of the March 21, 2017, conference call minutes. Craig seconded the motion, and it passed.

Financial Report: Mark Branger explained the current budget. The bulk of the budget will be spent after this conference. Mark moved acceptance of the financial report. Several of the Region V conference calls will be paid by the Region V Conference Planning Committee. Dodie will give those amounts to Mark. Rick seconded the motion, and it passed.

Proposed Budget: The Operating Budget is due April 27. Dodie convinced ACTE we would have the budget finalized by the middle of May. Mark handed out and went over the proposed budget for 2017-18. Next year we won't have a national fellow, but the following year we will have two. Changes were made to the proposed budget. He added three new line items—name badges, postage, and drop box subscription. He is proposing Region V purchase the business drop box subscription. The account should be set up with a generic email account and Region V will be the owner of the account. We might be asked to help Oregon organize their professional development. In case that happens, we will keep travel for the Region V Vice President the same. Dodie has a meeting with Oregon at this conference to discuss this possibility. Mark suggested we review mini grants after this conference when we know how much revenue was generated. Basket expense was taken out because each state brings a basket. Dodie brought up at the National Support Fund Committee meeting that the money raised for the CTE Support Fund be used to fund scholarships for first timers attending NPS. The committee will look in to how this would affect the donation being tax deductible. Now the money donated to the CTE Support Fund has been rolled into the general fund. This is on the agenda for the July meeting of the CTE Support Fund Committee. Conference Committee Gifts was deleted. Those should come out of the Conference Planning Committee Budget not the Region V budget. Pam has asked we consider giving the Award's chair some kind of a stipend because of the travel expense and the time commitment of that position. Mark suggested they just included that request with the Awards Committee budget request. Rick moved acceptance of the operating budget. Craig seconded the motion, and it passed.

To be appointed to a National Committee, the person must also serve as a member of the same Region V committee. They do not have to be the chair of the Region V committee.

Report on NPS: Doug gave a report. Opening Speaker was not the best. There were 433 attendees. The sessions were good. Tuesday was an interesting challenge with three inches of snow. The only speaker at the panel who showed up was from Wyoming. There was a reception Tuesday night sponsored by Project Lead the Way. A highlight was a tour of the Swiss Embassy on Sunday night. Speaker on the Swiss Internship Program was excellent. Doug, Dodie, and Lyn all agreed NPS was a success with the exception of the opening speaker (and maybe the weather).

Report on ACTE Board meeting: Dodie and Doug reported on the ACTE Board meeting. The board is going to start working on strategic planning. They have started the ground work for this move. Region V needs to continue to be leaders. Other regions need to step up to the plate. Lyn has a concern when the board approves a resolution with what they do with it afterwards. There should be a report out about what happens with the resolutions.

Policy and Procedures Manual: Coleen said the Hall of Fame rubric and Hall of Fame Section needs to be updated. State of the States is updated. The Fellows Rubric and the Conference Bid Sheet need to be added. Changes will be made to the Mini Grant section to make it more generic and to add the requirements for reporting to Region V. Coleen moved we table the approval of the Policy and Procedures Manual until our May conference call. Rick will update the manual and get the changes to the committee. He will highlight the changes in yellow and send it out to the committee to review. Mark seconded the motion, and it passed.

Fellows Rubric: Craig made changes to the rubric as the committee gave suggestions. Coleen moved acceptance of the revised Fellows Rubric. Mark seconded the motion, and it passed. Revised copy will be submitted to Rick to include in the Policy Manual.

Conference Bid Sheet: Mark handed out a new Conference Bid Sheet with a sample budget. Changes were suggested, and Mark made those changes. A cancellation policy will be added to this document and also added to the Conference Planning Guide. The approved Conference Bid Sheet will be added to the Conference Planning Guide and the Policy Manual. Rick moved approval of the Conference Bid Sheet. Craig seconded the motion, and it passed.

Discussion/Selection of ACTE fellows: Our fellow was unable to fulfill his commitment, so we will not have one representing Region V this year. Next year we will have the opportunity to select another fellow, and we will have two.

Awards Report: Pam Stoklund reported on the Awards Committee. She presented bills to Mark to be paid. This year, there were 53 candidates for awards from 14 states. Five did not complete the video component for various reasons. She also gave us a feedback report from the award recipients. Region III did mock interviews to help their candidates at the national level. They had three national winners. Her committee will discuss ideas to help Region V candidates at their meeting tonight. National does phone interviews. Eleven states were represented for judging awards. Every judge had about 23 entries to judge. She would like to try to get the other five states to have a representative on the Awards Committee. Her committee will look at adding a travel stipend to the budget they submit.

First timers for Region V: Dodie said there are 47 first timers who will be at a meeting tomorrow morning in the board room. She is not sure what will be happening at that meeting. Sherilyn will attend the Marketing/Membership Committee meeting tonight and find out and give suggestions from the Policy Committee.

Region V Mini Grants: Rick has received word from Colorado and Alaska that they will give their required reports. He is still trying to find out from Utah and Arizona about their reports.

Digital Badge for the Region V Publication Awards: Craig has a presentation planned for Friday morning that includes the digital badge. His presentation will not be longer than 15 minutes.

Region V Website Update: Mark will make updates to the website when he returns home.

Nominating Committee Report: The Nominating Committee's concerns right now are for a Region V Vice President and two new members for the Policy Committee.

Update on Region V 2017 Conference South Dakota: Coleen reported there are 153 registered for the conference. They have had to adjust the schedule to get everyone on buses at 1:50 p.m. on Thursday. Rockerville is set for 100 for the Award's Brunch. It has been a lot of work, but a labor of love.

Leadership Strand: Coleen said only eleven have registered for Leadership 101. They are hoping more will attend. The Leadership Strand is a key component of the breakout sessions.

Update on Region V 2018 Conference Colorado: Coleen has offered to meet with Sarah Heath and give her any help she can.

Update on Region V 2019 Conference Montana: Mark handed out a flyer. It will be held April 10-13, 2019, in Bozeman, Montana, with the theme, "CTE Roundup under the Big Sky".

Region V conference proposals: Rick has heard rumors that Nevada or Arizona might be putting in proposals. North Dakota is looking at 2021 in Fargo, North Dakota, which is close to Minnesota and might draw some attendees from that Region. Nevada is interested in possibly hosting in Reno or Lake Tahoe but aren't sure yet.

Conference Planner: Mark suggested getting feedback from South Dakota and then we will look at the Conference Planner during our May conference call.

Region V promotional strategies: Region V is well recognized in ACTE. We are regarded as leaders.

Good of the order: We will have our next conference call sometime the week of May 22.

Adjournment: Dodie adjourned the meeting at 12:09 p.m.

Respectfully submitted: Sherilyn Senef, April 5, 2017