



Board Meeting Minutes 7.30.18

CTE: Learning that Works for Iowa

IAAE	Iowa Association of Agricultural Educators
IBEA	Iowa Business Education Association
IFCSE	Iowa Family & Consumer Sciences Educators
IHEA	Iowa Health Educators Association
IITEA	Iowa Industrial Technology Educators Association

Welcome and introductions

- I. Call to Order – Kendra Ericson called the meeting to order at 9:50 AM at the ICN room of the Grimes State Office Building (Iowa Department of Education). Kendra thanked Greg Kepner for all of the work he did as president the past year.
- II. Attendance – Roll call
 - a. Kendra Ericson, Laura Van Waardhuizen, Greg Kepner, Lisa Stange, Sandy Warning, Karen Van De Walle, Susan Seuferer, Courtney Roll, Dan Kiley, Sandy Miller. Guest: Kent Seuferer
- III. Approve previous board minutes May 15; June 18 no quorum, no official meeting
 - a. Motion to approve the May 15th minutes – Laura VW, Susan 2nd passed
- IV. Annual Treasurer’s report, 2017-2018- Sandy Warning
 - a. Sandy shared the treasurer’s report. She will change the Assets and Equity to equal (she paid a couple of bills lately). She will be sending it to (Margy Warning MBA) auditor for approval.
 - b. Discussion on having a way that people can “donate” their mileage dollars back to the board officially (for tax purposed)
- V. Division Annual reports were submitted orally (and will be available electronically)
 - IAAE – Karen Van De Walle
 - IBEA – Susan Seuferer
 - IFCSE – Courtney Roll
 - IHEA – Maureen Weaver – Kendra shared a review in Maureen’s absence
 - IITEA – Dan Kiley
- VI. ACTE Region III Representative Report – Lisa Stange, Greg Kepner, Laura Van Waardhuizen
 - a. Greg will be our new Region III representative
- VII. DE Liaison Report – Lisa Stange
 - a. There are currently 8 position openings in the CC and WF Division over the next several months. We would encourage those of you who are interested or know of someone who is qualified to apply.
 - b. Registration is open for four in-person focus groups for career pathways in Health Sciences.
 - c. Statewide Future Ready Iowa Summits have been announced. Please check into these so we are sure that CTE is represented.
 - d. Perkins has passed and is now on to the President for signing. Lisa will share a ZOOM to board members for a webinar that ACTE is hosting Thursday.
 - e. HF 648 has changed the way dollars are sent to RPP’s. They are now dispersed versus reimbursed. Consumables are now allowed and must be tied to academic programming. RPP coordinators have information.
- VIII. Executive Director Report – Sandy Miller
 - a. Written report reviewed and submitted

MOTION: By Karen to approve \$1,500 in an Advocacy fund to help pay for substitute, lunches and travel (in that priority) to bring students to the 3 advocacy conferences by application (to be reimbursed after the conference). 2nd Greg Passed.

(Application on google doc: Would your school pay for sub? Would your school pay for transportation? Would your school pay for student lunch? Dollars requested (and category to be noted) receipts required. Submission within 30 days of the event.)

IX. Program of Work 2018-2019

Member Value and Engagement

- Need payment and membership information of members for 2018 – 2019 from each division after division conferences. Who is contact person from each division?
 - IHEA – Kelli Flack
 - IAAE– Carrie Putz
 - IBEA – Sandy Warning
 - IFCSE – Luann Bibler
 - ITEA – Dan Kiley
- Awards Applications due August 31 – Dana Lampe – on our website
 - Sandy/Dana need the names for the awards and scholarship people for each division
 - Chair Dana Lampe
 - Ag – Jon Davis & Ashley Wiebe
 - Busi – Lois Roth
 - FCE – Courtney Tegtmeyer
 - Health Science - Kendra Ericson
 - Ind Tech -
 - Region III – Greg Kepner
- Teacher Preparation Scholarship – Dana Lampe
- Proposed Budget for 2018-2019 House of Delegates will vote on this Sept. 17. – Sandy Warning
 - Motion to approve the budget as proposed – Karen 2ndCourtney Roll passed
- Delegates 32 total and 586 members from division by the end of June memberships
 - IIAE - 8
 - IBEA - 7
 - IFCSE - 8
 - ITEA - 2
 - IHEA – 5
 - Admin - 2
- Committee Structure and Function – see Bylaws and Policies Do we need to address our committee structure?
 - Communication Committee – We have not had a functioning committee in the last few years. We have a facebook page and the IACTE website on ACTE’s website.
 - Policy Committee – This committee has also not met and we need to get the bylaws and policies updated. Sandy Miller recommends we take a page at a time

Overall, we need a “grid” of information that each division representative is responsible for. Suggestion is to add the duties of a representative to our policies. Lisa and Sandy W will work on updating the responsibility list that Barb shared for IAAE.

Professional and Leadership Development

- 2018-2019 IACTE officers and board members – Handout, Need 2nd V.P. – Sandy Miller
 - Susan Seufferer agreed to put her name into nomination

- Duties of IACTE Representatives – Handout sample from IAAE – Sandy Miller (Sandy W and Lisa will update for Iowa ACTE)
- Iowa ACTE Conference, Monday, September 17, 2018 – Kendra, Greg, Sandy M, Sandy W
 - Keynote - Katherine Leggett, Future Ready Iowa – Lisa, Kendra, and Sandy M are meeting with her today.
 - ACTE attendee - Alisha Hyslop
 - Budget
 - Schedule at a Glance
 - Registrations 32 registrations currently – please register!
 - Exhibitors 13 and 15 tables currently
 - Non-profit Exhibitors
 - Caterer - still talking
 - Next year Conference Date – Sandy M will get some dates to ask the FFA Enrichment Center. Kendra suggested we book for the following year as well. Late September is preferable. Sandy will also check to see when the Keynote is available John McHugh.
 - Our next meeting is the 14th from 4 – 5 PM Please look over the schedule and share any suggested changes.
 -
- Career Tech VISION , November 28 – Dec 1
 - Attendees – Greg, Kendra, Susan, and Sandy M (alternate)
 - Voting Delegates? Our Policies say that we reimburse the President, 1st V.P. and 2nd V.P. and if one of these three is unable to attend, the Past President shall be eligible for reimbursement. The ACTE Region III Representative shall be eligible for reimbursement of expenses if either ACTE or ACTE Region III does not reimburse those expenses. We have three delegates. (Susan will not need reimbursement.)

Advocacy and Awareness

Set up prior to exhibit times listed. No one has volunteered for August 8.

- School Administrators of Iowa (SAI) Conference (SAI), Wednesday, August 8, 2018, Community Choice Credit Union Convention Center, Des Moines, Exhibits 8:00 a.m. – 3:30 p.m.
- Iowa School Counselor Association (ISCA) Conference Monday and Tuesday, November 6 – 7, 2018 Prairie Meadows Conference Center, Altoona, Exhibit times Monday, November 5, 8:00 a.m. – 3:30 p.m.; Tuesday, November 6, 8:00 a.m. – Noon
- Iowa Association of School Boards Conference (IASB) Wed, November 14, 3:30 – 5:00 p.m.; Thursday, November 15, 9:00 – 2:00 p.m.; Community Choice Credit Union Convention Center - Iowa Events Center, Des Moines,
- CTE Day at the Capitol Thursday, February 7, 2019, 9:00 a.m. – 3:00 p.m., All four Wings of Rotunda
- National Policy Seminar, Arlington, VA – March 25 – 27, 2019 Rotation schedule, Discussion about how many students we should support and how much monetary support we should give each student for 2019 Which board members will attend? -- Kent shared a proposal for including 5 students to include 5 service areas with \$800 of support. Sandy W suggested \$900 support per student. This would give it so that every year someone would be able to represent a service area. Everyone is to bring the new schedule to their board for discussion to implement in 2019/20

Strategic Partnerships

- ACTE Quality Association Standards Application - QAS! We got the award at Region III this summer. Sandy M and Greg will work on this.

Innovation

Media Tour – March 11-14, 2019 Discussion and Committee Selection

Be sure to connect to the new OCTAE director – Scott Stump and Iowa DE CTE media person – Heather Doe

COMMITTEE for Iowa CTE Media Tour: Sandy Miller, Lisa Stange, Greg Kepner, Karen Van De Walle, Kendra Ericson

- X. Other business?
- XI. Future Meeting Times – House of Delegates at Conference from 3:30 -4:30 on September 17th Please send Sandy your annual summary by September 12th.
 - a. Third Tuesday of every month 4 – 5:00 p.m. –we will keep this as is for now Lisa will set up ZOOM invitations and invites to the board.
- XII. Adjourned at 3:35 by President Kendra Ericson

Respectfully submitted,

Lisa Stange