



Board Meeting Minutes 10.16.18

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

- I. **Call to Order** – Kendra Ericson
- II. **Attendance** – Kendra Ericson, Sandy Miller, Susan Seuferer, Greg Kepner, Karen Van Da Walle, Lisa Stange
- III. **Approve** previous board minutes 7.30.2018 – Moved by Susan Seuferer, seconded by Greg Kepner to approve minutes as approved. Motion carried.
- IV. **Treasurer’s report** – Sandy Warning - \$45,631.61 treasury balance
 - Audit Review – moved by Kendra Ericson, seconded by Susan Seuferer. Motion carried.
- V. **Division reports** – (Briefly highlight upcoming initiatives/concerns/help needed from Iowa ACTE)
 - **IAAE** – Karen Van De Walle – submitted five applicants for presidential scholar, had discussion about CTSOs travelling. PAS conference is the time as NPS; therefore, students could not attend. There is no change to this calendar year.
 - **IBEA** – Susan Seuferer - IBEA’s fall conference, “CTE: Putting the Pieces Together,” was held September 30-October 1 at Holiday Inn Northwest in Urbandale. Teachers had the opportunity to take ASK Certification exams prior to the start of the conference. There were 95 registered attendees. We used the Sched app. Shannon Smith will be serving as the business representative to IACTE. Business Program Management Committee met September 12 in Des Moines. Currently, the Information Solutions/Computer Programming is participating with the Business Program Management Committee. Pat Thieben is working on getting that Program Management Committee started.
 - **IFCSE** – Courtney Roll – no report
 - **IHEA** – Kendra Ericson – held a recent meeting, looking at bylaws for needed updates, looking at committees to see who would serve as IACTE rep
 - **IITEA** – Dan Kiley – no report
- VI. **ACTE Region III Representative Report** – Greg Kepner – Region III is requesting us to fill out a Teacher Shortage Project survey. He shared it with us to share with 1st-3rd year teachers. We did mock interviews with Region III award winners in preparation of the next level of interviews.
- VII. **DE Liaison Report** – Lisa Stange – Still have four openings in CTE Bureau.
 - CTE Presidential Scholar Nomination process update – Greg shared that there are many high-level applicants (total of twelve). Thank you to everyone. We identified 5 quality candidates for the Director to move forward as Iowa nominees. The students then get an invitation from the national level to apply.
 - There are 4 openings at the CTE Bureau. Three have been posted or re-posted and two closed this week. They will be moving on them as soon as DAS and HR reviews the applicants. Our hope is to get new people in as soon as possible.
 - RPP’s have their Multi-year plan updates in and most have met to review the first round of Program Self Studies and send them to the state for approval. Be sure to check with our consultants if you have questions. We are available to schedule a visit in person or via ZOOM.
- VIII. **Membership Report** – Sandy Miller
 - 278 Members paid this year

- Need membership information of members and payment for 2018-2019 from IFCSE & IAAE.

IX. **Executive Director Report** – Sandy M – attached

- QAS - The Iowa Region III report has been submitted by Sandy Miller.

X. **Program of Work 2018-2019**

Member Value and Engagement

- Iowa ACTE Conference follow-up – Kendra, Sandy W., Sandy M.
 - Survey results and financials – Sandy Warning – Total income \$22,877; total expenses \$9,760; profit \$15,53. 31% of registrants paid via PayPal.
 - Keynote - Katherine Leggett, Future Ready Iowa
 - ACTE attendee - Alisha Hyslop – heard many positive comments
 - Registrations – 156 registered
 - Exhibitors - \$2,915.00
 - Non-profit Exhibitors
 - Next year Conference Date Tuesday, September 17, 2019
- 2nd Vice President Election results – Greg reported that the online vote elected Susan Seufferer.

Professional and Leadership Development

- Duties of IACTE Representatives –sample revised from IAAE – Lisa Stange & Sandy W – Sandy has updated the schedule of events, but hasn't gotten together with Lisa. Tabled for future meeting.
- Career Tech VISION , November 28 – Dec 1
 - Voting Delegates – Kendra, Greg, and Susan, alternate – Sandy M.
 - Leadership Breakfast – Pradeep, Lisa, Susan, Greg, Kendra, Sandy M.
- Discounted rates end October 26

Advocacy and Awareness

Set up prior to exhibit times listed.

- Iowa School Counselor Association (ISCA) Conference Monday and Tuesday, November 5-6, 2018 Prairie Meadows Conference Center, Altoona, Exhibit times Monday, November 5, 8:00 a.m.-3:30 p.m. (Ag, Ind Tech & Bus); Tuesday, November 6, 8:00 a.m.-Noon (Bus)
- Iowa Association of School Boards Conference (IASB) Wed, November 14, 3:30-5:00 p.m. (2 Ag & Bus); Thursday, November 15, 9:00-2:00 p.m. (Ag & Ind Tech); 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; , 7 teachers have committed
- Media Tour – Lisa, Greg, Kendra, Karen, Sandy M – committee will meet in November.
- National Policy Seminar, March 25-27, 2019 – Kent Seufferer
 - HOSA, TSA, FFA, FBLA

Strategic Partnerships

- ACTE Quality Association Standards Application – Greg and Sandy M

Innovation

- Twitter Account has been established “Iowa ACTE” –Sandy M

XI. **Other Business** – Bylaws reading of Articles I – V.

XII. **Next Meeting Time** – November 20, 4:00-5:00 p.m.

XIII. **Adjourn**

Executive Director Report

Board of Directors Directory was updated with names and contact information and sent to board and website.

Membership Report: There are 278 current Iowa ACTE members. IFCSE and IAAE members are still pending from their summer conferences. Iowa has 301 ACTE members.

Iowa ACTE Best Practices Conference It was a success! Sept 17, 2018, FFA Enrichment Center, Ankeny, IA; 159 Registered, 22 Exhibitors, 12 Non-Profit exhibitors, 8 of 9 CTSOs exhibited; Jeremy Varner and Pradeep Kotamraju spoke at opening session; Sponsors were Dept of Ed, Kuder, Cengage/National Geographic Learning; Keynote speaker – Kathy Leggett, Future Ready Iowa; ACTE speaker – Alisha Hyslop, “Perkins V”; 28 Concurrent Sessions; Exhibitor BINGO cards with prizes given; Awards were presented; We cross-promoted membership in concert with conference registrations in result of 47 new or renewed memberships; SCHED app was used successfully; Save the Date Sept 17, 2019 Iowa ACTE Best Practices Conference, Keynote John McHugh, Kwik Trip

Quality Association Standards Award – This optional award application, due October 15, was successfully submitted on October 11. This is a 40+ page application which is meant to provide each state association a way to self-evaluate and improve practice.

Division Conferences: PowerPoint and greetings along with an exhibit table were brought to each division conference throughout the year by the Executive Director; IFCSE –FCS division conference: August 5-7 at Gateway Inn and Conference Center, Ames; IBEA – Business division conference: Oct 1st at Holiday Inn, Merle Hay Road

ISU – Presentation was given on August 27 to ISU FCSED students about IACTE/ACTE.

Website updates: 2018-2019 Board of Directors and Executive Committee names and contact information uploaded; CTE Presidential Scholars information; 2018-2019 IACTE Membership Form

ACTE Career Tech VISION – Voting Delegates were registered. Leadership breakfast delegates will be registered BY Nov. 1.

Iowa School Counselors Conference (ISCA): Nov 5-6 at Prairie Meadows Convention Center, Altoona. Monday, Nov. 5 Set-up 6:30 – 7:30 a.m., Exhibit Hall Open from 7:30 a.m. – 5:15 p.m. (Ag, Ind Tech & Bus). Tuesday, Nov. 6 Set up 6:30 – 7:30 a.m. Exhibit Hall Open 7:30 – Noon. (Bus)

Iowa Association of School Boards (IASB) conference: Iowa Events Center, Des Moines Booth # 334. November 15, 3:30 – 5:00 with set-up prior to that. (2 Ag & Bus) . November 17 9:00 a.m. – 2:00 p.m., Set-up 8:00 – 9:00. (Ag & Ind Tech)

CTE Day at the Capitol: February 7; 9:00 – 3:00 with set-up prior. So far, 7 teachers have committed! Let’s fill the Rotunda with displays from every division! Spread the word in your divisions. Teachers should register with me.

Represented Iowa ACTE on FCS Program Management Committee; Gave report on activities of Iowa ACTE during meeting Sept 18.

Region III “Report to the Board” Report was submitted October 5, 2018

Discussed with Dahlia at ACTE the need for receiving membership information from ACTE for individuals who do not pay for Iowa dues when paying ACTE dues. Ex. Kendra, Susan

Twitter Account was established: IowaACTE