

ACTE Region I Policy Committee  
Minutes  
Wednesday, April 24, 2019  
1:00 pm – 4:00 pm  
The Community College of Beaver County

**Call to Order and Introductions:**

**Jon Quatman**

Jon Quatman welcomed the members and guests to The Community College of Beaver County, PA and thanked everyone for their participation. Introductions were made. Folders with minutes from the ACTE Region I November 2018 meeting, agendas and all handouts were provided to all members by Deborah Chapman, Region I Secretary.

Those attending were: Deborah Chapman, WV, Jon Quatman, Douglas Bush, MI, , Carrie Scheiderer, OH, Constance Costley, NY, Michael Connet, ACTE, Kip Crain, OH, Lynne Palleria, CT, Jennifer Haskins, NH, Carey Edwards, CT, Sarah Hanson, MA, Paula Boughton, NY, Jim Berry, MI, Donna Eakins-Shirley, OH, Douglas Webster, VT, Crystal Davis, WV, Laura Delvecchiv, PA

**Approval of Policy Commission Meeting Agenda**

**Jon Quatman**

Doug Bush moved to accept the agenda as printed with one correction. (corrected date of meeting) Connie Costley seconded the motion. Motion passed unanimously.

**Roll Call of State**

**Deborah Chapman**

Sign in sheet is on file with Secretary

**Approval of November 2018 minutes, San Antonio, TX**

**Deborah Chapman**

Deborah Chapman moved to accept the minutes. Sarah Hanson seconded the motion. Motion passed unanimously.

**Welcome and Greetings from ACTE**

**Mike Connet**

Mike Connet welcomed committee members to Pennsylvania. Mr. Connet related information on the following:

- Current Perkins V information
- Local needs assessment- ACTE has the first version listed on their site.
- Harbour Freight – Grant for skilled trades
- Horatio-Alger-scholarship information

Mr. Connet explained that membership and budgets were in good shape. Copies of all financial documents were included in folders provided by the Secretary. Explanations were given on a unified vs non-unified state status.

## **Region I Standing Committee Reports**

### **Audit**

**Doug Bush**

Region I financial report/audit is positive and has no issues to report. An audit was conducted on October 4, 2018. Region 1 is in good standing.

### **Awards**

**Candice Mott**

Jon Quatman related that national awards need to be submitted by the March 1, 2020 deadline. Please use the ACTE portal site.

The Best of Region I Awards nominations will open early August and close October 3. Please use the ACTE Porthole.

ACTE Award winners from Region I were announced.

There is still discussion about the *Lifetime Achievement Award* on a national level.

### **Bylaws**

**Don Jarvis**

No report. Don Jarvis was not in attendance.

### **Nominating**

**Nicole Lord**

Nicole Lord was not in attendance. Jon reminded everyone that the office of President Elect will be open next year.

### **Resolutions**

**Frank Yesalavich**

Frank was not present but had informed Jon Quatman that it is the intention of the committee to move the meeting time of the Resolution committee to before the awards ceremony.

## **Region 1 Conference, Beaver County PA April 24-26, 2019**

**Paula Boughton and Jim Berry**

Paula Boughton, conference chair and Region 1 Fellow, appreciated all the help with the Region 1 conference planning. There have been several conference calls in the past few months to plan the conference. Shuttle service is available for the conference. Bus captains and break out session leaders are needed. Please see Paula to sign up to help. We have 21 vendors for the conference.

Future Region 1 conference sites are:

2020 New York City, NY

2021 Boston, Massachusetts

2022 Michigan (Grand Rapids)

## **Region 1 Vice President Report**

**Jon Quatman**

Jon Quatman reminded everyone that the reimbursement to attend Region 1 Policy meeting is one per state. You must provide receipts to be reimbursed. The form must be signed by Jon Quatman. Connie Costley moved to reimburse one Policy Committee member per state travel expenses of \$300.00.

Doug Bush seconded the motion. Motion passed unanimously.

Jon Quatman and Carrie Scheiderer will attend the July ACTE Board meeting.

Kip Crain moved to approve up to \$3,000 from the Region 1 designated funds for the Region I awards ceremony. Connie Costley seconded the motion. Motion passed.

Connie Costley moved to approve \$1,000 to allow Region 1 to have an additional Fellow for FY 20. Carrie Scheiderer seconded the motion. Motion passed.

Connie Costley moved to approve the funding of guest speaker(s) up to \$5,000 for the Region 1 2020 meeting in NYC. This motion would allow for the committee to have flexibility in securing speaker(s). Jennifer Haskins seconded the motion. Motion passed.

Jon asked all policy members to complete the Region 1 “report to the board” and email him the answers by May 15, 2019.

Jon also needs information from our states for newsletter. Please send him information by email.

Discussion was held on how to recruit ACTE / Region 1 Fellows and the resources given to them. Jon Quatman asked members to push the Fellows program in their states. Nominations for the Fellows program is due in August. Please email Jon for any needed information.

**Strategic planning report:**

Mike Conett and Jon Quatman updated the committee on the Strategic Plan. Jon will send out copies of the updated document. Secretary added comments in red to document. Paula and Connie create a survey of “why members don’t attend” conference. Connie suggested adding more teacher specific topics in 2020 Region I conference.

Jon Quatman congratulated the award winners for Region 1. Secretary will attach copy to minutes. Candice Mott has a list of questions that could be asked by awards committee. She will give to our ACTE Region 1 winners.

Jon reported that an update on campaign policies for ACTE elections will be at Vision 2019.

Mike Connet thanked Jon Quatman on an excellent job as Region 1 Vice President.

Being no further business, Kip Crain moved to adjourn the meeting. Doug Bush seconded the motion. Motion passed anomalously. Meeting adjourned at 3:30 pm.

*Respectfully submitted by,*

*Deborah Chapman  
ACTE Region 1 Secretary*