



Board Meeting Minutes 4/20/2020

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 – Laura VanWaardhuizen
- II. Attendance – Roll call Sandy Miller, Laura Van Waardhuizen, Lisa Stange, Karen Van De Walle, Greg Krawiec, Dan Kiley, Sandy Warning, Susan Seufferer, Courtney Roll, Greg Kepner, Shannon Smith, Tammy Steinwandt, Kendra Gansen, Kendra Ericson
- III. Approve previous [board minutes 2.17.2020](#) Susan Moved to approve, Greg Krawiec seconded. Approved.
- IV. Reports
 - a. Treasurer’s report – Sandy W.
 - i. Sandy shared the treasurer information. . \$ 46,012.45 is our current balance.
 - ii. Sandy Miller’s Flight will be a voucher to use later. For students, registrations and hotels were able to be returned or cancelled
 - b. Division reports – (Briefly highlight upcoming initiatives/concerns/help needed from Iowa ACTE)
These can be emailed to Sandy M. prior to the meeting, especially if a rep cannot be in attendance.
 - IAAE – Karen Van De Walle. Board has been discussing if they should cancel the June meeting or not. State FFA was cancelled and they will do a virtual conference in May. One CTE Presidential Scholar semi-finalist this year! Likely will have a virtual conference and will still do a membership drive.
 - IBEA – Shannon Smith - Wednesday April 22nd, WBL conference is virtual. UNI is holding a conference in June with Personal Finance course and Business teachers will get a discount. Sept 22 – 28th conference is still on. Most of the CTSO conferences in Business were cancelled.
 - IFCSE – FCCLA state conference cancelled. Nationals will be decided in the next week. Conference planning committee meeting via zoom. Sept 21 before IACTE.
 - IHEA – Meet end of March. Cancelling June conference – two day format June 10 -11, 2021 to a local in DM yet to be decided.
 - IITEA – Dan Kiley. Revised and adopted new bylaws and elected officers. Matt May from Keokuk is the new president. Things are moving in the right direction. Looking to have their conference adjacent to IA ACTE.
 - c. ACTE Region III Representative Report – Greg – Region III Conference cancelled. MN will then do next year and Iowa will do 2022. We will be having the awards virtually. 30 nominees in 8 categories. We talked about the teacher shortage initiative. Region III is continuing that work and they are asking each state to put in \$1,000.
 - d. DE Liaison Report – Lisa COVID-19 guidance comes from the Department website directly. Lisa also shared that she has filed her retirement papers and her last day with the department (and this committee as liaison for the DE) is June 12th, 2020. It has been a pleasure to serve with everyone!
 - e. [Executive Director Report](#) – Sandy M – Sandy asked how dues will be affected from conferences being cancelled. We would hate to lose members for a year because of no conferences. Sandy publicly thanked Lisa for all of her help these past years with Iowa ACTE and more recently the last 5 years as the DE liaison. Submitted a written report. Scott Stump will be our Keynote! Febr. 11th is the date for the Day at the Capitol. Sandy is the president elect for NEDA (National Association for Executive Directors Association)
 - f. Membership Report – Sandy Miller - 530 Professional Members, 21 Student Members
- V. Old Business:
 - a. Region III Conference- cancelled for this year. Minnesota will host in 2021. Iowa will host in 2022. We went ahead a put in a request for proposals for 2022. Embassy Suites downtown Des Moines has the

days and has gotten their proposal in. We need to let them know by 5/18/2020 (which is our next meeting) Greg is going to send us the proposal with the date and location and rooms fee and everyone is to get back before the next meeting with their approval or not.

VI. New Business:

- a. Iowa ACTE Conference – Sept 22, 2020
 - i. How shall we proceed? Onsite or virtual?
 1. Sandy is suggesting that we consider still holding the conference but have a backup. Virtual takes more people power than on site. During this time last year we were doing conference proposals and exhibitor links. What do we want to do and how are we going to do it? Greg is working with a national conference that will be in July and they are doing virtual and he will have a lot of info to help us go virtual. He also brought up that we used to do this conference in November. Laura believes the save the date and proposals come out later fearing they will be lost in the noise. Susan suggested to put it out now and send out a reminder again. Karen suggested to also include in a call for proposal that if it can be a virtual or recorded presentation as well. Dan thinks that once things are over that we should stay with the Sept date.
 - ii. Save the Date Flyer -- That will be coming Put on it “We are monitoring COVID-19”
 - iii. Call for proposals – Greg Kepner will get the spread sheet set up with the additional question
 - iv. Conference Registration Link --
 - v. Exhibitor Registration Link
 - b. Region III Request for funds – Greg & Sandy Region III is requesting \$1000 for data collection for the CTE Teacher Shortage data collection to give to Region III. Motion by Susan Seufferer, second by Karen. Motion passed.
 - c. FCS Conference Proposal – see attached document from Courtney Roll
Asking for a \$30 reduction in the conference fee if teachers go to both IFCSE and Iowa ACTE. \$15 would be covered by IFCSE and asking for \$15 covered by Iowa ACTE. Would we lose \$ if ACTE only gets \$85 per FCS attendee? People like the concept of this. After much discussion, and consideration of many viewpoints, a motion was made by Courtney Roll to “Offer a \$15 discount to those attending both IFCSE and IACTE Conferences this fall.” 2nd – Dan Kiley Motion carried, 5 to 2, with one abstaining
 - d. Advocacy & Awareness
 - i. SAI Exhibit Booth, August 5 – It was the consensus of the board that Sandy should go ahead and register for this conference.
 - ii. IASB Exhibit Booth, Nov. – We will decide on this conference at our next meeting, though it already is in our budget.
 - e. NPS Conference Flights Reimbursements– It was the consensus of the board to reimburse students for their flight even though they might receive an e-Voucher that they could use for personal purposes. Laura made a motion that “All four NPS students will be offered reimbursement for their flight expense. To receive this reimbursement, they need to fill out the provided Expense Voucher prepared by Sandy Warning and given to them by Sandy Miller.” 2nd- Greg Krawiec. Motion passed unanimously.
 - f. Bylaws revision - Greg Krawiec and Sandy M tabled until next month
 - g. Annual In-Person Board Meeting – date in June/July? Laura will send out a Doodle
- VII. Adjourn meeting adjourned by consent at 7:04

Respectfully submitted,

Lisa Stange, Secretary with help from Laura VW and Sandy Miller for the final portion after 6:30.