Volunteer to take minutes:
Tisha Richmond

Call to Order - Rachael (2:02 pm)

Welcome and Introductions
Emily Sherwood
Sarah Grossi
Robert Barrow
Brenda Connel
Joe Coffey
Tisha Richmond
Mary Jo Self
Kelli Diemer
Kristi Barnett
Marta Osuna

Voting Item: Approval of minutes from the 2019 Policy Committee Meeting
Brenda approved
Emily seconded motion
Motion passes

Review of how to start a new section/division
-25 signatures will create a section
-$10 plus ACTE fee
-750 members to create own division
-12 different sections, all at various places
-Everyone represented on policy committee

Review Policy Committee Members Roster - Any changes or updates?
-Frank will take over for Michael at end of year
-Resolutions committee-dissolved at national level. We have not voted to dissolve, so technically does exist. Karen will fill that position.
-Marta-question re: co-chair. Not technically co-chair position
-By laws-may add co-chair in future.
-Up to each division and region whether resolutions committee is dissolved.

a. Committee Reports
   1) ACTE Bylaws Committee, Kristy Barnett
      Policy Manual Review (Last update was 2012 for NRS)
      -No updates

   2) Nominating Committee, Brenda Conell
      ● Awards Program Update- Vote to add Awards Committee
      -Haven’t met yet. Will meet in June or July
      -Kevin English and Brenda have agreed to help with Awards Committee.
      -Brenda feels there is a need. Over 400 support staff.
        Feels it would be beneficial to have on national level.
      -Rachael-finances are there to make this happen.
        Could help build membership.
      -Sarah- Would awards be given to all sections in NRS?
      -Rachael-Can approach in different ways. Would be decided by the committee. Could maybe developed this year and implemented in the following.
      -Motion to create an awards committee
      -Marta motions to approve
      -Brenda seconds motion
      -Motion passes
      -Sarah is leading awards committee.

   3) ACTE Resolutions Committee,
      -Rachael will be reaching out to Karen Derrick

   4) Awards Committee, Sarah Grossi

b. Section Reports
   1) Career Academy, Kevin English
      -Hoping to triple numbers in section and have division by end of year.
      -Many initiatives in works.
2) CTE Scholars, Mary Jo Self
   -Considering merging the ACTER conference with ACTE
   -Has lots of info to share about this section.

3) Work-Based Learning/Youth Apprenticeship Program, Kelli Diemer
   -unable to attend meeting.
   -work-based conference in April
   -committees are forming, anybody interested, connect with Kelli

4) Integration of Academics and CTE, Cheryl McFadden
   -not present

5) Instructional Management & Materials  Chris Batterman
   -not present

6) Makers of Policy/Public Information, William Hudson
   -not present

7) ROTC, Michael Wetzel/Frank Barrow
   -Colonel Michael Stinett attended Vision conference
   -He's scheduled to meet with ACTE board, encouraging to include J-ROTC within ACTE.

9) Special Populations, Emily Sherwood, Marta Osuna
   -developing quarterly blurbs on how they reach out to other CTE programs.
   -Looking at other organizations they can work with.
   -Sending out survey for 2nd time in hopes of getting more responses.
   -During special pops meeting developed a plan with input from other states.
   -In process right now of prioritizing issues.
   -Found that sessions for special pops is limited at ACTE conference.

10) Support Staff, Brenda Conell
    -Would like to reach out to other support staff in other regions or states.
    -400 members right now, so prob can be added in eventually
    -in the support staff at national level only Oklahoma is represented.
-Julia O-brian & Marcus can do survey how involved they are. Can send in e-blast

11) Tech Prep, Tisha Richmond
-nothing to report
12) Other and Related, Alan Shotts
-not present

New Business

1. ACTE Vision 2019- What went well (Policy Committee Meeting, Business Meeting, 1st-timer’s breakfast, opening session, and reception)? Suggestions or Ideas for 2020
   - Rachael Thank yous to committee on a successful event.
   - Frank-Reception was nice
   - Marta-great to meet others from division/enjoyed networking
   - Rachael requesting pics from reception for video at opening session 2020 and on social media.
   - Rachael-possibly having refreshments and coffee and extending meeting.
   - Head count for opening session-60-70 approximate numbers
   - Rachael-thinking of having a sponsor for 2020 and having lunch.

2. The new system for submitting and reviewing sessions for Vision 2020
   - New feel and format. Multiple ways of connecting it. Proposals will be funneled to different people for review.
   - Special pops would be sent to Emily and Marta to review with policy committee
   - Work-based learning will be reviewed by Kelli Diemer and selected committee members.
   - Would love to have support in reviewing proposals for other sections.

3. Vice President-Elect- this is permissible in our by-laws
   - Needs to be decided by February to be added to ballot.
   - Never has had one on national level, as far as known by committee.
   - Rachael moves to add Vice President Elect on the ballot.
4. Membership- 2783 Dec 2019, this is 176 less than 2018, however, we had a section that moved to eTED which impacted our numbers.

Membership by Division as of Dec 2019

5. How frequently do we want to meet via conference calls throughout the year?
   - quarterly meetings will be scheduled

6. Budget-
   a. Fellow
      - ideas: sweaters, polos, jackets, nametags for policy committee.
   c. Propose Budget for 2020
      - $6,600 currently in budget
      - Won't know exactly how much we have until find out numbers from vision reception, and opening session.
      - Rachael will put in proposal for budget for next year.
      - Requesting ideas and feedback as budget is put together.

7. Newsletters- Please share content, best practices, and/or recognize individuals for your section

8. VISION 2020- Nashville, TN Dec 2-5

Meeting Adjourned
Kelli motions to adjourn
Brenda seconds
Motion passes