



Minutes
NDACTE New Year Board Meeting
Aug 11, 2020 11:30 AM Central Time
Zoom Meeting

I. Call to Order—President, Holly Strand-Rysgaard called the meeting to order at 11:02 am.

II. Roll Call – Confirm Quorum

Members Present: Pam Stroklund, Holly Strand-Rysgaard, Alison Orgaard, William Fritz, Christa Brodina, Dustin Martin, Bryan Stastny, Joan Birdsell, Karlee Feist, Andrea Benson, Jill Quinlivan, Lucas Schmaltz, Dustin Norby, Kristen Buchmeier, Wayde Sick, Eric Ripley, Danielle Luebke, and Executive Director, Carla Hixson

Members Absent: Tracy Becker

III. Approval of Agenda – Motion to approve agenda made by William Fritz and second by Alison Orgaard, motion approved.

IV. Approval of Minutes from August 6, 2020 meeting - Motion to approve August 6, 2020 meeting minutes made by William Fritz and second by Kristen Buchmeier, motion approved.

V. Directors Report – Carla Hixson

1) 2020-2021 Year To Date Financials were reviewed.

VI. Executive Board Assignments and Expectations for year were discussed. If you have not signed up, please do so at https://docs.google.com/forms/d/1SoQYOdyrG5ZUGGRzYajndqLAM78XLgH0u-EHKbas94s/viewform?ts=5f2c721e&edit_requested=true

Standing Committee –

- 1) Legislation – Holly Strand-Rysgaard (President chair), Christa Brodina, Eric Ripley, Wayde Sick
 - CTE Great Hall NDACTE sponsorship will be a part of the line item designated for Standing Committee fund under other expenses.
- 2) Resolutions - Pam Stroklund (Past-President chair), Jill Quinlivan
- 3) Nominations – Alison Orgaard (President- Elect chair), Bryan Stastny, Dustin Martin, Karlee Feist, Lucas Schmaltz, Andrea Benson
- 4) Policies - Alison Orgaard (President- Elect chair), Pam Stroklund, Bryan Stastny
- 5) Audit – William Fritz, (Vice President chair), Lucas Schmaltz

Ad Hoc Committees -

- 1) Newsletter - Carla Hixson (Executive Director). Sought suggestions for October Newsletter, potentially CTE Learn information for virtual resources.
- 2) Public Relations, Marketing, NDACTE Booth, Social Media – Dustin Norby, Joan Birdsell, Jill Quinlivan, Pam Stroklund, Holly Strand-Rysgaard. Planning scheduled posts on Facebook.

- 3) Membership - William Fritz, Joan Birdsell, Dustin Martin, Holly Strand-Rysgaard, Bryan Stastny, Karlee Feist. Drawing on September 1st and membership incentive form will be updated.
- 4) NDACTE/PDC - Holly Strand-Rysgaard, Carla Hixson, Tracy Becker. It has not been determined if next year will be virtual or face to face.
- 5) NDACTE Awards - Danielle Luebke, William Fritz, Pam Stroklund, Lucas Schmaltz, Holly Strand-Rysgaard. This year's awards will be distributed to administrators to hand out if possible or mailed to awardee.
- 6) CTE Reception/Awards Luncheon- Holly Strand-Rysgaard (President), Alison Orgaard (President-elect), Tracy Becker (State Staff/PDC Coordinator). No report, dependent on PDC venue for next year.
- 7) ACTE Convention - Holly Strand-Rysgaard (President), Carla Hixson (Executive Director).
 - CTE Learn Affiliated Networks - CTE Learn Users Conference September 17, 2020 at 1:00 PM ET. This special event will be designed to help fuel the success of state's online learning portals. To register or for more information please email Lauren Fillebrown
 - Virtual Best Practices and Innovations Conference October 8-9, 2020 - ACTE/NCLA Members \$240
 - Virtual Vision, November 30-Dec. 4, 2020 – Advance Rates ends October 23.
 - National Policy Seminar (NPS) and related CTE Innovation Summit, March 22-24, 2021, Arlington, VA
 - Leading the Education Revolution, June 8-11, 2021 Butler Tech, Cincinnati, OH
- 8) Region V Planning Committee - April 13-15, 2023 at Delta Hotel in Fargo, ND – Carla Hixson (chair), Christa Brodina, Kristen Buchmeier, Katie Rokke, Denise Jonas, Danielle Luebke, Holly Strand-Rysgaard, Alison Orgaard, Andrea Benson, Mary Jo Anderson. Solicited ideas for speakers, Josh Davies from Center for Work Ethic Development, in Colorado, who wrote *Bring Your A Game* was recommended.

Division Updates-

- 1) Administration Division – Christa Brodina – Weekly calls and working on Health and Safety Plans.
- 2) Agriculture Education Division – Lucas Schmaltz – Hosted virtual weekly continuing ed over the summer with approximately 35 Ag teachers participating.
- 3) North Dakota Business Education Division – Joan Birdsell – Their dues went up from \$100 to \$140. They have a new Executive Director.
- 4) Engineering and Technology Education Division – (Jill Quinlivan) TBD – Area meeting today, hope to select board member representative then.
- 5) Family and Consumer Science Division – Karlee Feist - NDSU instructor Sara Sunderlin will be presenting a virtual sewing workshop and options for teaching textiles online this year. The NATFACS board will hold their meeting following the FCS Update, and the FCCLA update will take place on Wednesday at 8:30am. The FCCLA national conference was held virtually July 7-9 this summer. Students uploaded their competitive event videos prior to the conference for evaluating and were able to attend the workshops and general session through the online conference format.
- 6) Guidance and Career Development Division – Dustin Martin – Discussed counseling needing to be flexible during COVID.
- 7) Health Science Education Division - Andrea Benson – Will have roundtable meeting tomorrow.
- 8) Marketing Education Division – Dustin Norby – Sent membership e-mail and flyer to marketing teachers.
- 9) Special Populations Division and Equity Division – Kristen Buchmeier - Sent membership e-mail and flyer to division teachers.
- 10) Trade and Industrial Education Division – Bryan Stastny - Will have roundtable meeting this afternoon.

VII. 2020-2021 Program of Work – Draft was reviewed. Final following minutes.

MOTION by Bryan Stastny to approve the 2020-2021 program of work, second by Joan Birdsell, motion approved.

VIII. Unfinished Business

- 1) Officer Training Manuals and Training – looking for a committee to work with executive director on this.
- 2) Website and Social Media Management – Marketing and PR committee assess our needs and put together an ad soliciting interest.
- 3) Bylaws and Policy Handbook Update – will have additional changes this year.

IX. New Business

- 1) Quality Association Standards Award (will be 8th year in a row) – NDACTE will once again apply for the Quality Association Standards Award.
- 2) Career Vision President’s Social – discussion was tabled until know more about what events will be face to face and virtual.

X. Approval of 2020-2021 Budget. Draft budget was reviewed.

MOTION made by Bryan Stastny to approve 2020-2021 budget, second by Joan Birdsell, motion approved.

XI. Action Items were reviewed:

Action Items August 11, 2020	Owner	Due Date	Status
Send out division membership information	All NDACTE Board Members	Before Sept 1	
Sign up for assignments if you haven’t already	All NDACTE Board Members	Before Sept 1	
Let Holly know if you are interested assisting in putting together the officer manual and training	All NDACTE Board Members	September 11	
Membership Committee will develop Google Doc form for Membership Incentive	Joan Birdsell	Before Sept 1	
Review Region V Conference 2023 Delta Hotel Contract	Carla Hixson Holly Strand-Rysgaard	Before Sept 1	
Marketing and PR Committee assess needs, create a job description, interview and hire person for NDACTE website development and maintenance / Social media	Dustin Norby, Joan Birdsell, Jill Quinlivan, Pam Stroklund, Holly Strand-Rysgaard	September 30	
Apply for Quality Association Standards Award	Carla Hixson Holly Strand-Rysgaard	Application deadline is October 15	
Put 2020-2021 NDACTE meetings on calendars	Carla will send Calendar invite	Before Sept 1	

Review of Action Items from August 6, 2020 2:00 pm	Owner	Due Date	Status
Edward Jones – change authorizations to Carla Hixson and Alison Orgaard.	Carla Hixson Alison Orgaard	July	In process
Danielle and Carla will notify all applicants of awards	Danielle and Carla		Complete
PDC NDACTE Meeting should be recorded and upload it somewhere for members to get to it.	Eric and Laurie	Prior to PDC August 10	Complete
Carla connect with Danielle on awards plaques to get out to awards winners.	Danielle Luebke Carla Hixson	After PDC August	In process
For membership drive, purchase Scheels and 3 Amazon gift cards of \$50 each and a book donated by William.	Carla	September 1	In process
William Fritz recruitment information e-mailed. The recruitment information will be e-mailed to division leaders.	William Fritz	Prior to PDC August 10	Complete
Division Reps can use CTE List serve to send out NDACTE Membership Information for the membership drive	Division Reps	Before September 1	In process
Get the membership drive book to Carla	William	September 1	In mail

Get the NDACTE Logo prepared as zoom background for membership to use during PDC and provide instructions on how to upload logo into zoom to memberships.	Dustin Norby	Before PDC	Complete
Check with Rick on VCSU graduate credit for CTE Learn	Carla / Pam		Available
Officer Training Manual – let Pam know if you are interested in being on the committee	All board members		In process
tiny.cc/NDACTEcommittees – please sign up for one of the standing committees and one of the ad hock committees. All membership will be able to be a part of the committees	All board members		In process
Membership sign up day – after September 1 - for a door prize – Carla host a live zoom to draw a name	William Fritz and Carla Hixson	September 1	In process
Division Terms that are up that need to update Carla Hixson on who is the NDACTE Division Representative: Ag if William becomes VP Technology and Engineering – Jill Quinlivan TBD	William Fritz Jill Quinlivan	After PDC August	Complete
\$100 to the Reuben Guenther Scholarship in recognition of Rick Ross as NDACTE Executive Director. Send card to Rick Ross letting him know \$100 was sent to the Reuben Guenther Scholarship in recognition of him as serving as NDACTE Executive Director.	Carla Hixson	After PDC August	Complete
Region V – Carla Hixson will be chair and will get a team together after PDC.	Carla Hixson	After PDC August	Complete
Get NDACTE annual meeting information out to your divisions.	All board members		Complete

XII. 2020-2021 Meeting Dates- Held Quarterly on the 2nd Tuesday of the month from 4-5:30 pm

October 13, 2020 4:00-5:30 – Zoom

January 12, 2021 4:00-5:30 – Zoom

April 13, 2021 4:00-5:30 – Zoom

June 8, 2021 4:00-5:30 – Zoom

During PDC:

August – End of year meeting – before PDC Conference, Date & Time TBD

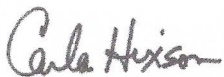
August – General Membership meeting – AM Breakfast during PDC Conference, Date & Time TBD

August – New year board meeting- end of PDC Conference, Date & Time TBD

XIII. Adjournment – Motion by Bryan Stastny and second by Joan Birdsell to adjourn, meeting adjourned at 12:00pm.

Respectfully Submitted by

Approved by NDACTE President



Carla Hixson

Holly Strand-Rysgaard

Date: 8/23/2020

Date:



2020 - 2021 NDACTE Budget

CHECKING ACCOUNT	BALANCE	7/31/2020	\$	35,120.89
REGION V SAVINGS ACCOUNT	BALANCE	7/31/2020	\$	2,115.00
EDWARD JONES INVESTMENT ACCOUNT	BALANCE	7/31/2020	\$	31,117.59
REVENUE				
	FY 20-21 Notes	FY 20-21 Proposed		FY 20-21 YTD
Member Dues - ACTE	350 @ 35	\$ 12,250.00	\$	-
New Professionals (Division Reimbursement)	2 @ \$250	\$ 500.00	\$	-
Region V Conference			\$	-
Interest and Miscellaneous Income	Checking Dividend	\$ 15.00	\$	-
Miscellaneous Income			\$	-
Miscellaneous Income	Mini Grant		\$	-
TOTAL REVENUE		\$ 12,765.00	\$	-
EXPENSES				
	Notes	FY 20-21 Proposed		FY 20-21 YTD
Membership				
New Professionals	2 @ \$500	\$ 1,000.00	\$	-
Membership Development/Incentive	10 @ \$35	\$ 350.00	\$	-
PDC Badge Ribbons		\$ 75.00	\$	-
Executive Director				
Monthly Contract Salary	\$333 Per Month + June \$325	\$ 4,324.96	\$	658.33
October Board Meeting			\$	-
January Board Meeting			\$	-
ND PDC Conference	Registration and Travel	\$ 75.00	\$	-
NEDA Dues		\$ 125.00	\$	-
Membership Bonus	10% increase 350 = 385 memb	\$ 250.00	\$	-
Newsletter-Editor			\$	-
NDACTE Awards				
Awards (Plaques)	\$800	\$ 800.00	\$	-
Innovative	200 stipend	\$ 200.00	\$	-
Administrator of the Year	\$200 stipend + \$115 ACTE Due	\$ 315.00	\$	-
Teacher of the Year	\$200 stipend + \$115 ACTE Due	\$ 315.00	\$	-
Career Guidance Counselor of the Year	\$200 stipend + \$115 ACTE Due	\$ 315.00	\$	-
Post-Secondary Teacher of the Year	\$200 stipend + \$115 ACTE Dues		\$	-
New Teacher of the Year	\$200 stipend + \$115 ACTE Due	\$ 315.00	\$	-
Teacher Educator of the Year	\$200 stipend + \$115 ACTE Dues		\$	-
Lifetime Achievement	\$200 stipend + \$115 ACTE Dues		\$	-
Carl Perkins Community Service	\$200 stipend + \$115 ACTE Due	\$ 315.00	\$	-
Meeting/Conference Expenses				
PDC Social Contract - Luncheon sponsorship	\$1,000		\$	-
PDC Social Expenses			\$	-
State Executive Board Meetings	Food	\$ 250.00	\$	-
ACTE Conference (Executive Director)	\$2000 @100%	\$ 2,000.00	\$	-
ACTE Convention (President)	\$2,000 @ 70%	\$ 1,400.00	\$	-
National Policy Seminar (President-Elect)	\$2,500 @ 70%	\$ 1,750.00	\$	-
Region V Conference (Vice President)	\$2,000 @ 70%	\$ 1,400.00	\$	-
Region V Virtual Conference	VP one time	\$ 250.00	\$	-
Board Member Expense Stipends	2 @ \$500	\$ 1,000.00	\$	-
Other Expenses				
Standing Committee Fund		\$ 1,000.00	\$	-
Office Expenses		\$ 150.00	\$	58.71
Miscellaneous Expenses		\$ 145.00	\$	39.89
Board Member Shirts	3 @ \$30 (Benson, Schmaltz, Be	\$ 60.00	\$	-
Conference President's Social	Conf president attending	\$ 500.00	\$	-
Website URL / Host		\$ 150.00	\$	-
Website Development / Social Media Management	\$200 dev / 12 @ \$25	\$ 500.00	\$	-
Square Expense		\$ -	\$	-
Zoom (July 27, 2020 to July 26, 2021)		\$ 128.32	\$	128.32
TOTAL EXPENSES		\$ 19,329.96	\$	885.25
FISCAL YEAR GAIN / (LOSS)		\$ (6,564.96)	\$	(885.25)



**North Dakota Association for Career and Technical Education
2020-2021 Program of Work**

Date	Initiative	Responsible	Action Items
July 2020			
25th of the month	ND CTE Newsletter	Executive Director	Submit Monthly NDACTE Update
	PDC	State Officer Coordinator Executive Director President	Finalize Plans
	NDACTE Business	President Executive Director	Complete Annual Reports & Post on the NDACTE website.
	NDACTE Business	Executive Director President President-Elect Vice President?	Prepare Budget Update Program of Work Plan and Prepare Agendas for Pre/Post-Conference Meetings and Annual Business Meeting Update Committee Assignments
	Membership Campaign	Membership Committee Executive Director	Plan for Membership Campaign
Complete prior to the PDC	NDACTE Business	Executive Director Vice President	NDACTE Annual Audit
August 2020			
25th of the month	ND CTE Newsletter	Executive Director	Submit Monthly NDACTE Update
	PDC	President President-Elect	Conduct End of year meeting Conduct General Membership meeting Conduct New year board meeting
	Membership Campaign	Membership Committee Executive Director	Promote New Member Incentives Promote New Professional Stipends Distribute Membership Forms to Service Areas
September 2020			
25th of the month	ND CTE Newsletter	Executive Director	Submit Monthly NDACTE Update
	NDACTE Officer & Board Manuals	Executive Director Executive Officer Team	Review materials and develop NDACTE Officer and Board Member handbooks
	Region V Planning	Executive Director	Region V Planning Committee meeting
	Membership Drive	Executive Director Membership Chair Vice President	Mail Renewals Contact and Recruit

Date	Initiative	Responsible	Action Items
		Service Area Reps	
	Website/Social Media	Marketing Committee Executive Director	Assess needs, create job description, interview and hire person for NDACTE website development & maintenance/social media
October 2020			
25th of the month	ND CTE Newsletter	Executive Director	Submit Monthly NDACTE Update
October 1		Membership Chair	New Professional Applications Due
October 1		President Executive Director	Coordinate ACTE Voting Delegates
October 6 4:00-5:30	NDACTE Business	President Executive Director	NDACTE Fall Board Meeting - Video Conferencing
October 15 th		Executive Director Executive Officer Team	Quality Award Application
Oct 29	ACTE Region V		Region V Virtual Conference – Nevada Hosting
	Website/Social Media	Media Specialist? Marketing Chair Executive Director	Website developed Social media plan developed (with monthly themes?)
	NDACTE Board Training	Executive Director	Virtual training on Officer and Board Member duties and responsibilities
November 2020			
25th of the month	ND CTE Newsletter	Executive Director	Submit Monthly NDACTE Update
	ACTE Vision	Brenda Schuler	Coordinate ACTE Vision List - Name of Attendees
Nov 1	Membership Campaign	Membership Committee/Chair	Select New Professionals for Vision all ACTE Conferences
	CareerTech Vision 2020	Executive Director President	Inform ND Delegates of Activities
December 2020			
25th of the month	ND CTE Newsletter	Executive Director	Submit Monthly NDACTE Update
Dec 2-5	ACTE	President	CareerTech Vision 2020
	ACTE	President-Elect	National Policy Seminar Start Planning Congressional Visits– Arlington, VA
January 2021			
25th of the month	ND CTE Newsletter	Executive Director	Submit Monthly NDACTE Update
		Executive Director	Submit taxes and paperwork to Attorney General on behalf of NDACTE
		President	Vision 2020 Report – Determine where this report goes
	Region V Planning	Executive Director	Region V Planning Committee meeting
	ACTE	NDACTE Board	Region V Conference Lake Tahoe, NV Identify Participants

Date	Initiative	Responsible	Action Items
	NDACTE Awards	Awards Committee	Refine Awards Application
January 12, 2021 4:00-5:30	NDACTE Business	President Executive Director	Midwinter Board Meeting – video Conferencing
February 2021			
25th of the month	ND CTE Newsletter	Executive Director	Submit Monthly NDACTE Update
Entire Month	Career/Tech Ed Month		Promote your Program www.acteonline.org promotional ideas
February 1		Committee Chair	Select New Professional Region V
March 2021			
25th of the month	ND CTE Newsletter	Executive Director	Submit Monthly NDACTE Update
March 1	Region V Awards	Awards Chair	Advance NDACTE Award Candidates to Region V
March 22-24	ACTE	President-Elect	National Policy Seminar Arlington, VA
	Region V Planning	Executive Director	Region V Planning Committee meeting
April 2021			
25th of the month	ND CTE Newsletter	Executive Director	Submit Monthly NDACTE Update
April 13, 2021 4:00-5:30	NDACTE Business	President	Spring Board Meeting – video Conferencing
Due April 30th	NDACTE Awards	Awards Committee	NDACTE Member, Impact and Innovation Award Nominations
	VP Nominations	President-Elect Nominations Committee	VP Candidate Search Begin Seeking Nominations
April 14-17	ACTE Region V	Vice President	Region V Conference Lake Tahoe, NV
May 2021			
25th of the month	ND CTE Newsletter	Executive Director	Submit Monthly NDACTE Update
	NDACTE Awards	Awards Committee Executive Director	Select Award Winners Send names and short bio to PDC coordinator Supply names for plaques and Program Notify winners Prepare and send press release
	PDC	Assigned Committees	Deadlines as necessary
June 2021			
25th of the month	ND CTE Newsletter	Executive Director	Submit Monthly NDACTE Update
June 8	NDACTE Business	President Executive Director	Summer Board Meeting – video conferencing
June 30		Executive Director	PDC e-mail reminder

Date	Initiative	Responsible	Action Items
June 15	ED Performance Review	Past President (chair) President Executive Director	Executive Director Performance Review/ Contract Renewal

2020-2021 NDACTE Executive Board

President: Holly Strand-Rysgaard

President-Elect: Alison Orgaard

Vice President: William Fritz

Past President: Pam Stroklund

Division Reps: Christa Brodina, Dustin Martin, Bryan Stastny, Joan Birdsell, Lucas Schmaltz,

Dustin Norby, Karlee Feist, Andrea Benson, Kristen Buchmeier, Jill Quinlivan,

Ex Officio: Wayde Sick, Mark Wagner, Eric Ripley, Danielle Luebke

Executive Director: Carla Hixson



MINUTES
NDACTE Board Meeting
October 13, 2020 4:00 PM Central Time
Zoom Meeting

- I. Call to Order by President, Holly Strand-Rysgaard at 4:00 PM CT.
- II. Roll Call – Confirm Quorum

Members Present: Pam Stroklund, Holly Strand-Rysgaard, Alison Orgaard, William Fritz, Christa Brodina, Dustin Martin, Joan Birdsell, Karlee Feist, Andrea Benson, Jill Quinlivan, Lucas Schmaltz, Dustin Norby, Kristen Buchmeier, Wayde Sick, Tracy Becker, Eric Ripley, Danielle Luebke, and Executive Director, Carla Hixson

Members Absent: Bryan Stastny

- III. Approval of Agenda
Motion to approve agenda made by Pam Stroklund
Second by William Fritz
Motion approved.

- IV. Approval of Minutes from August 11, 2020 meeting
Motion to approve August 11 minutes made by Alison Orgaard
Second by Lucas Schmaltz
Motion approved.

- V. Directors Report – Carla Hixson
 - 1) Current Membership as reported from ACTE is 484 members
 - 2) There are 147 Members that are past due.
 - 6 as of 7-31-2020
 - 117 as of 8-31-2020
 - 24 as of 9-30-2020This leaves membership at 337 members current on membership dues.
 - 3) NEDA Application – NEDA membership paid \$130
 - 4) Quality Association Standards Award (QAS) Application and Annual Report –
Ready to submit, couple of observations is the lack of a strategic plan, would recommend NDACTE look at having a strategic planning retreat yearly to meet this requirement.
 - 5) ND CTE Newsletter topic – thoughts or ideas were requested from board for the October 25 deadline. It was decided to do a request for the Web Developer Social Media Position.
 - 6) Financial Report as of 9/30/2020
Checking account \$47,066.41 (overstated by \$2,858.00 due to ACTE depositing division dues into NDACTE in July. Checks have been written to the divisions to correct this). We need 55 more members to make budget revenue.

Region V Savings account \$2,115.25

Edward Jones Fund \$30,899.28

VI. Standing Committee –

- 1) Legislation – Holly Strand-Rysgaard (President chair), Christa Brodina, Eric Ripley, Wayde Sick
Federal side: nothing happening – Perkins or CARES dollars specific to CTE have not panned out.
State Side – CTE budget is submitted. Created a budget to OMB include the 10% reduction request and includes a number of increase requests for additional career and tech ed centers and associated costs. The 10% reduction was primarily operating costs and secondary side. 1st week of December is anticipated release of the budget.
ND Workforce Development Council recommendations includes support for CTE as much as they can and additional career and tech ed centers.
- 2) Resolutions - Pam Stroklund (Past-President chair), Jill Quinlivan
Nothing to report at this time
- 3) Nominations – Alison Orgaard (President- Elect chair), Bryan Stastny, Dustin Martin, Karlee Feist, Lucas Schmaltz, Andrea Benson
Nothing to report at this time
- 4) Policies - Alison Orgaard (President- Elect chair), Pam Stroklund, Bryan Stastny
Nothing to report at this time
- 5) Audit – William Fritz (Vice President Chair), Lucas Schmaltz
Nothing to report at this time

Ad Hoc Committees -

- 1) Newsletter - Carla Hixson –
Next CTE Newsletter article due Oct 25, will submit NDACTE’s need for website developer and social media specialist. Other ideas included: Danielle Luebke Scholars update, Holly Strand Rysgarrd ACTE IAED. Eric Ripley – how can you get more actively involved – VP, committee, be an active member – and why.
- 2) Public Relations, Marketing, NDACTE Booth, Social Media – Dustin Norby, Joan Birdsell, Jill Quinlivan, Pam Stroklund, Holly Strand-Rysgaard
Dustin Norby and Pam Stroklund will work on a needs assessment and job description. Before the Oct 25 ND CTE Newsletter deadline.
- 3) Membership - William Fritz, Joan Birdsell, Dustin Martin, Holly Strand-Rysgaard, Bryan Stastny, Karlee Feist
Nothing to report at this time
- 4) NDACTE/PDC - Holly Strand-Rysgaard, Carla Hixson, Tracy Becker
Nothing to report at this time
- 5) NDACTE Awards - Danielle Luebke, William Fritz, Pam Stroklund, Lucas Schmaltz, Holly Strand-Rysgaard
Nothing to report at this time – Danielle and Carla spoke about getting Board get rep more involved this coming year.
- 6) CTE Reception/Awards Luncheon- Holly Strand-Rysgaard (President), Alison Orgaard (President-elect), Tracy Becker (State Staff / PDC Coordinator)

Nothing to report at this time

- 7) ACTE Convention - Holly Strand-Rysgaard (President), Carla Hixson (Executive Director)

Nothing to report at this time

- 8) Region V Planning Committee –Carla Hixson - April 13-15, 2023 at Delta Hotel, Fargo, ND

First meeting will be October 20 and quarterly meetings have been set up. First order will be to determine keynotes and tentative agenda so we can sign the Delta Hotel contract.

VII. Division Updates:

- 1) Administration Division – Christa Brodina

Started by-weekly meetings safe restart mostly on the agenda.

- 2) Agriculture Education Division – Lucas Schmaltz

Held their district events at the secondary level, NAAE awards hoping to do in person at next PDC.

- 3) North Dakota Business Education Division – Joan Birdsell

Doing leadership fall conference this weekend virtually, partnered with West Virginia.

- 4) Engineering and Technology Education Division – Jill Quinlivan

Started process to recruit for TSA and hosted their fall leadership conference for the clubs.

- 5) Family and Consumer Science Division – Karlee Feist

Doing skills-based events individually and offering two star events for competition.

- 6) Guidance and Career Development Division – Dustin Martin

Held some regional events on how to support students and administration.

- 7) Health Science Education Division - Andrea Benson

Six new teachers this fall, trying to do a virtual conference in November.

- 8) Marketing Education Division – Dustin Norby

Had their conference yesterday with 268 students and advisors 19 with 24 chapters present this year.

- 9) Special Populations Division and Equity Division – Kristen Buchmeier

Nothing to report as of now. Virtual DECA conference was well done.

- 10) Trade and Industrial Education Division – Bryan Stastny –

Tracy Becker updated 4 new teachers in the Transition to Teaching program. Skills USA virtual conference on Oct 30 with a separate one for chapter officers on November 16.

VIII. 2020-2021 Program of Work – Reviewed past and upcoming program of work initiatives reviewed.

IX. Unfinished Business

- 1) Officer Training Manuals and Training – Holly Strand-Rysgaard, Alison Orgaard, William Fritz, Pam Stroklund

Have not started working on it yet.

- 2) Website and Social Media Management -

Will be working on the needs assessment and Job Description before October 25.

- 3) Bylaws and Policy Handbook Update –
Alison will review prior to next meeting.

X. New Business

- 1) Edward Jones – Discussion on Bond Fund Diversification
Based on Risk Tolerance Questionnaire taken by executive board, the board has a low to medium risk tolerance for the funds in the Edward Jones account. Based on a conference call with Dan Klein of Edward Jones, he is recommending that we diversify our bond funds by keeping 80% (our original investment) where it is at and take 20% approximately \$6,000 which is the amount the account has made and invest in intermediate funds. There would be no charge to do this diversification. The funds can still be moved out at anytime we need to.

Motion to move \$6,000 to the intermediary funds in our Edward Jones investment account by Pam Stroklund
Second by William Fritz
Motion carried.

- 2) Career Vision President’s Social (will we have one?)
Not aware that other states are doing one this year. Time would be invested better in other areas this year.

XI. ACTE Events

Date	Event	Location	Details	Who is attending
October 8-9, 2020	NCLA and Best Practices and Innovations Conference	Virtual	ACTE/NCLA Members: \$240 Signature Event for CTE Administrators Going Virtual This year’s event is once again hosted by ACTE, the ACTE Administration Division and the National Council of Local Administrators.	Eric Ripley attended Interesting attended very little of the conference – too easy to continue to work on other things. Have the ability to watch the sessions after the fact.
October 29, 2020	ACTE Region V 1-day Conference	Virtual Nevada hosting -	There will be a Virtual Region V Conference on October 29, hosted by Nevada in place of the traditional April Conference. The traditional business meeting held at the April conference will be held on June 16 from 2:00 – 3:00 pm MST.	Pam Stroklund Eric Ripley

ACTE will not be holding its Assembly of Delegates this year. ACTE does not have any work for the Assembly of Delegates to conduct this year and as a result a meeting is not needed; we have no resolutions to consider and we have no bylaws amendments for consideration.				
Nov 30-Dec 4, 2020	Career Tech Vision will feature cutting-edge live conversations, vital virtual interactions, and 300+ 30-minute sessions covering rigorous high-quality CTE and remote and blended learning environments. Now a weeklong conference, you will have the flexibility to tailor your session times to your availability, and all registered attendees will receive access to sessions post-event for added professional development!	Virtual Conference	\$250 Before Oct 23 \$300 After Oct 23 The full conference registration fee includes access to all general sessions, concurrent sessions, the awards celebration and the Expo. Workshops are an additional cost.	Holly Strand-Rysgaard CTE Staff 5-6
	Region V Conference – Lake Tahoe			Pam Stroklund Carla Hixson

XII. Action Items

Action Items Oct 13, 2020	Owner	Due Date	Status
Work on a needs assessment and job description	Dustin Norby Pam Stroklund	Before the Oct 25 ND CTE Newsletter deadline.	
Send out division membership information	All NDACTE Board Members	Continue	
Get NDACTE Membership Division #'s to Division Reps	Carla Hixson		
Move 20% of Edward Jones funds to the intermediate funds for more diversification	Carla Hixson		
By Laws and Policy Handbook – get to board members and on Google Docs	Carla Hixson		Emailed to the board,
By Laws and Policy Handbook -	Alison		

Action Items August 11, 2020	Owner	Due Date	Status
Send out division membership information	All NDACTE Board Members	Before Sept 1	In Progress
Sign up for assignments if you haven't already	All NDACTE Board Members	Before Sept 1	Complete

Let Holly know if you are interested assisting in putting together the officer manual and training	All NDACTE Board Members	September 11	Complete
Membership Committee will develop Google Doc form for Membership Incentive	Joan Birdsell	Before Sept 1	Complete
Review Region V Conference 2023 Delta Hotel Contract	Carla Hixson Holly Strand-Rysgaard	Before Sept 1	In Progress
Marketing and PR Committee assess needs, create a job description, interview and hire person for NDACTE website development and maintenance / Social media	Dustin Norby, Joan Birdsell, Jill Quinlivan, Pam Stroklund, Holly Strand-Rysgaard	September 30	In Progress
Apply for Quality Association Standards Award	Carla Hixson Holly Strand-Rysgaard	Application deadline is October 15	Complete
Put 2020-2021 NDACTE meetings on calendars	Carla will send Calendar invite	Before Sept 1	Complete

XIII. 2020-2021 Meeting Dates- Held Quarterly on the 2nd Tuesday of the month from 4-5:30 pm

April 13, 2021 4:00-5:30 – Zoom

June 8, 2021 4:00-5:30 – Zoom

During PDC:

August – End of year meeting - TBD

August – General Membership meeting - TBD

August – New year board meeting- TBD

XIV. Adjournment -

Motion by William Fritz

Second by Pam Stroklund to adjourn at 5:15 pm.



Meeting Minutes
NDACTE Board Meeting
January 12, 2021 4:00 PM Central Time
Join Zoom Meeting

- I. Call to Order—President, Holly Strand-Rysgaard – 4:01 pm called to order
- II. Roll Call – Confirm Quorum

Members Present: Pam Stroklund, Holly Strand-Rysgaard, Alison Orgaard, William Fritz, Christa Brodina, Dustin Martin, Joan Birdsell, Karlee Feist, Andrea Benson, Jill Quinlivan, Lucas Schmaltz, Dustin Norby, Kristen Buchmeier, Wayde Sick, Tracy Becker, Eric Ripley, Danielle Luebke, and Executive Director, Carla Hixson

Members Absent: Bryan Stastny

- III. Approval of Agenda
Motion to approve agenda made by Pam Stroklund
Second by William Fritz
Motion approved.

- IV. Approval of Minutes from October 13, 2020 meeting –
Motion to approve October 13, 2020 meeting minutes by William Fritz
Second by Dustin Norby
Motion approved.

- V. Directors Report – Carla Hixson
 - 1) Current Membership – 278
 - 2) Past Due Members
 - Includes 8 expired Oct 31, 2020
 - Includes 4 expired Nov 31, 2020
 - 266 Members current on Dues
 - 3) Federal Taxes – Filed and status Pending
 - 4) ND Domestic & Foreign Non-Profit Corporation Annual Report Status – Ready to submit - maybe need a resolution for this. Board requested Executive Director to sign and submit the report.

Signature

The report must be signed by a person authorized by the corporation articles or bylaws, or by a resolution approved by the directors or the members with voting rights. If the corporation is in the hands of a receiver or trustee, then it must be signed on behalf of the corporation by the receiver or trustee.

- 5) Financial Report –
Checking account – \$40,095.77 (\$200 outstanding)

Revenue of \$8,196.25 of budgeted \$12,765 (\$4,053.75 short of goal)

Region V Savings account - \$2,115.52

Edward Jones Fund - \$31,638.91

VI. Standing Committee –

- 1) Legislation – Holly Strand-Rysgaard (President chair), Christa Brodina, Eric Ripley, Wayde Sick
Wayde: Federal level – president signed a bill for funding 52.2 million increase in Perkins dollars, not sure how much ND will get as of now.

State Level – early in the session, bonding bills being considered for Career and Tech Centers. Tracking 77 bills with about 25 directly impacting CTE with funding, licensure, etc. Senate appropriations heard CTE request at a high level and assigned to a Subcommittee consisting of members Nickole Poolman (Bismarck), Joan Heckaman (New Rockford) and Robert Erbele (Lehr) – the 3 will pick up the CTE budget bill.

- 2) Resolutions - Pam Stroklund (Past-President chair), Jill Quinlivan

Nothing to report at this time

- 3) Nominations – Alison Orgaard (President- Elect chair), Bryan Stastny, Dustin Martin, Karlee Feist, Lucas Schmaltz, Andrea Benson

Nothing to report at this time

- 4) Policies - Alison Orgaard (President- Elect chair), Pam Stroklund, Bryan Stastny

Nothing to report at this time

- 5) Audit – William Fritz (Vice President Chair), Lucas Schmaltz

Nothing to report at this time

Ad Hoc Committees -

- 1) Newsletter - Carla Hixson – Sept NDACTE Impact award winners; Oct CTE Learn; Nov Web Developer position; Dec NDACTE QAS Award; Jan – Awards statewide search for excellence in CTE.

Ideas for February article?

- Holly elected to ACTE Board
- Ideas on how to promote your programs during CTE month. -how to advocate / publicize (director, teacher) Eric will get something together – Pam Treat cart for staff at the 2 high schools.
- Danielle Luebke Scholars update
- Holly Strand Rysgarrd ACTE IAED
- Eric Ripley – how can you get more actively involved – VP, committee, be an active member – and why (starts term this summer – training in March)
- Eric and Holly to talk about their goals .

The February articles will be on Holly’s election to the ACTE Board and Eric Ripley will submit one on how you can get more actively involved and why.

- 2) Public Relations, Marketing, NDACTE Booth, Social Media – Dustin Norby, Joan Birdsell, Jill Quinlivan, Pam Stroklund, Holly Strand-Rysgaard

Nothing to report at this time

- 3) Membership - William Fritz, Joan Birdsell, Dustin Martin, Holly Strand-Rysgaard, Bryan Stastny, Karlee Feist

Nothing to report at this time

- 4) NDACTE/PDC - Holly Strand-Rysgaard, Carla Hixson, Tracy Becker

Starting conversation as to what PDC will look like this August – would like to have in person pending trends in COVID numbers.

- 5) NDACTE Awards - Danielle Luebke, William Fritz, Pam Stroklund, Lucas Schmaltz, Holly Strand-Rysgaard Sort through awards to align with Regional and National. In Feb Danielle move names forward to regional. Beginning of April will be when the portal will open.

Nothing to report at this time

- 6) CTE Reception/Awards Luncheon- Holly Strand-Rysgaard (President), Alison Orgaard (President-elect), Tracy Becker (State Staff / PDC Coordinator)

Nothing to report at this time

- 7) ACTE Convention - Holly Strand-Rysgaard (President), Carla Hixson (Executive Director)

Holly attended. Feedback received is that future conventions should always have a virtual presence.

- 8) Region V Planning Committee –Carla Hixson - April 13-15, 2023 at Delta Hotel, Fargo, ND

Recommendation was a Mystery Dinner and get CTSO students involved. Joan helped with this the last time.

VII. Division Reports / Updates and plan for upcoming year:

- 1) Administration Division – Christa Brodina –
They are still meeting every other week and got legislative update from Wayde. Busy with session starting, legislative session and COVID.
- 2) Agriculture Education Division – Lucas Schmaltz
Working towards hosting a state contest 5-6 actual contests this year, hold on virtual cont education.
- 3) North Dakota Business Education Division – Joan Birdsell
Had virtual conference, it went well, wrote a FBL song and did it in conjunction with West Virginia. Getting ready for competition not sure if virtual or not.
- 4) Engineering and Technology Education Division – Jill Quinlivan
Getting ready for virtual TSA competition, push to recruit students.
- 5) Family and Consumer Science Division – Karlee Feist
-FCCLA Bootcamp for advisors will take place on January 13th @ 5pm
-State Officer Application is live

-ND FCCLA is looking for volunteers to judge virtual competitive events

-February 11-15: National FCCLA Week:

- Feb 8 – Grow Beyond Measure
- Feb 9 – Influence Beyond Measure
- Feb 10 – Educate Beyond Measure
- Feb 11 – Advocate Beyond Measure
- Feb 12 – Lead Beyond Measure

-FCCLA State Conference will be held at the Ramkota Hotel in Bismarck- April 11-13 for students in officer positions and those running for office

- 6) Guidance and Career Development Division – Dustin Martin
The counselors are continuing to support their administrators and staff in maintaining high academic standards while some students are online. Student anxiety and being off schedule is a big concern in their department right now. They are having the North Dakota School Counselor Association Conference in early February, believe that is virtual.
- 7) Health Science Education Division - Andrea Benson
HOSA has a new director Katelyn Brinkman, trying for a Face to Face (F2F) conference, advisors going over information in regard to testing requirements, etc again. Fall didn't really have interest because of virtual venue.
- 8) Marketing Education Division – Dustin Norby
Looking at March 15-16 cut in ½ pre-graded part exam and written manual first to limit # attending.
- 9) Special Populations Division and Equity Division – Kristen Buchmeier
No report
- 10) Trade and Industrial Education Division – Bryan Stastny
Tracey Becker – CTSO will be getting info out to advisors in the next day or so. Competition will have parts F2F and others virtual. All of leadership events and things that can be done virtually will be done either recorded or live – the skilled contest will be F2F April 19 only one day and limited in numbers so may have to have regional or local qualifiers. Will have hands on F2F.
Had virtual conference Skills USA had 68 participants.
Welding ND Welds grant will get new textbooks this year.
- 11) Dept of CTE- Wayde Sick or Tracy Becker
Legislative session taking up a lot of time. State supervisors working to have events in person, CTSO numbers low because of lack of ability to have F2F events.
- 12) Region V Report – Eric Ripley
Have a meeting next week for policy. Nevada conference will be online. March 1 deadline for Region V awards. New VP will be Shani Walkins from Washington, currently she is the awards chair.

VIII. 2020-2021 Program of Work – Review status – there are a couple items that we are behind schedule, but due demands from COVID, overall program of work is on track.

IX. Unfinished Business

- 1) Officer Training Manuals and Training – work in progress.
- 2) Website and Social Media Management - Dustin Norby
Received the Arizona format for website. No interest in the position at this point, looking to reach out to others.
- 3) Bylaws and Policy Handbook Updated – No report at this time.

X. New Business

- 1) ND Legislative involvement expectations of Assn Exec. – this year is a hard year and Dept of CTE does a good job on keeping track of bills. No involvement expectations from the Assn Exec this session.

- 2) State Planning Meetings during National Policy Seminar virtual – states set up of hill visits. Does ND want a state meeting time?

State planning meetings timeslot to get together with your delegation – meetings set up well in advance. Opportunity to meet with legislative or staffers and ask for ongoing support of Perkins at national level. Be involved in the House and Senate CTE Caucus to support CTE. Hoven is a member, Kramer used to be and Armstrong isn't. Eric Ripley will follow up on a request to meet and get on the calendar.

- 3) Potential Strategic Planning Retreat – board decided none needed at this time

XI. ACTE Events

Date	Event	Location	Details
February 22, 2021	National Policy Seminar – Tentative info: State Planning Meetings – Monday, Feb 22 – (won't start before 5 pm eastern and will have 2 timeslots to choose from. ACTE will set up state leader as host of meeting. ACTE staff will pop in for planning meetings. (will be set up like always, senator staff sample letters, materials, and instructions from ACTE) Monday Feb 8 – orientation Thursday Feb 25 (school visit – targeted to policy makers and congressional staff)	Arlington, VA Virtual Registration Rates ACTE Member: \$125 Draft agenda available at: National Policy Seminar 2021 ACTE (acteonline.org)	February 22, 2021 8:00 am to February 26, 2021 5:00 pm (Eastern Time) Join career and technical education professionals from across the nation to engage virtually on key policy topics: <ul style="list-style-type: none"> • Hot topics in the 117th Congress • Biden Administration official welcome with a preview of education policy priorities • Outlook and news from Members of Congress working on CTE issues for key committees • Best practices in influencing federal policy related to CTE advocacy and messaging • Virtual Hill and school visits
2021	Teach CTE Summit		No Information Available
2021	CTE Innovations Summit	Cincinnati, OH	
April 14-16, 2021	ACTE Region V Conference	Lake Tahoe, NV	Virtual
April 29, 2021	Work-Based Learning Conference		
June 8-11, 2021	Leading the Education Revolution	Butler Tech, Cincinnati, OH	
August 9-11, 2021	ND PDC Conference	Bismarck, ND	
December 1, 2021	CareerTech VISION 2021	New Orleans, LA	December 1 @ 1:00 pm to December 4 @5 pm

XII. Action Items

Action Items January 12, 2021	Owner	Due Date	Status
Nonprofit Corporation Annual Report – based on statement maybe need a resolution for Secretary of state paperwork	Pam Stroklund to review		

Pay out Award winners \$115	Carla Hixson		Complete
Reach out to others to fill the Website and Social Media Management position	Dustin Norby		
By Laws and Policy Handbook – Review	Alison Orggaard		
Set up of hill visits with Hoven, Kramer, Armstrong and their staffers.	Eric Ripley		
Officer Training Manual – send info prepared by e-mail to review	Carla Hixson		

Action Items Oct 13, 2020	Owner	Due Date	Status
Work on a needs assessment and job description	Dustin Norby Pam Stroklund	Before the Oct 25 ND CTE Newsletter deadline.	Complete
Send out division membership information	All NDACTE Board Members	Continue	Complete
Get NDACTE Membership Division #'s to Division Reps	Carla Hixson		Complete
Move 20% of Edward Jones funds to the intermediate funds for more diversification	Carla Hixson		Complete
By Laws and Policy Handbook – get to board members and on Google Docs	Carla Hixson		Complete
By Laws and Policy Handbook – Review	Alison		

- XIII. 2020-2021 Meeting Dates- Held Quarterly on the 2nd Tuesday of the month from 4-5:30 pm
 April 13, 2021 4:00-5:30 – Zoom
 June 8, 2021 4:00-5:30 – Zoom

During PDC:

- August – End of year meeting - TBD
- August – General Membership meeting - TBD
- August – New year board meeting- TBD

- XIV. Adjournment – 5:48 pm adjourn
 Motion to adjourn by William Fritz
 Second by Jill Quinlivan
 Motion approved.



Minutes
NDACTE Board Meeting
April 13, 2021 4:00 PM Central Time
 Zoom Meeting

1. Call to Order by President, Holly Strand-Rysgaard at 4:00 pm.
2. Roll Call – Confirmed Quorum

Members Present: Pam Stroklund, Holly Strand-Rysgaard, Alison Orgaard, William Fritz, Christa Brodina, Andrea Benson, Jill Quinlivan, Lucas Schmaltz, Dustin Norby, Kristen Buchmeier, Wayde Sick, Tracy Becker, Eric Ripley, and Executive Director, Carla Hixson

Members Absent: Bryan Stastny, Danielle Luebke, Dustin Martin, Joan Birdsell, Karlee Feist

3. Approval of Agenda Motion to approve agenda made by Alison Orgaard
 Second by Pam Stroklund
 Motion approved.
4. Approval of Minutes from January 12, 2021 meeting minutes by William Fritz
 Second by Kristen Buchmeier
 Motion approved.
5. Directors Report – Carla Hixson
 - a) Current Membership reported from ACTE is at 283 compared to 358 on May 4, 2020
 - a. Past Due Members included in the count: January 2021 – 3 and February 2021 – 2
 - b)

Member Type as per ACTE	Total
ACTE Administration Division	43
ACTE Agricultural Education Division	94
ACTE Business Education Division	24
ACTE Counseling and Career Development Division	71
ACTE CTE Scholars	1
ACTE Engineering & Technology Education Division	18
ACTE Family & Consumer Sciences Ed Division	34
ACTE Health Science Education Division	14
ACTE Instructional Management & Materials	2
ACTE Other & Related Section	1
ACTE Postsecondary Adult & Career Education	2
ACTE Special Populations Section	6
ACTE Support Staff Section	1
ACTE Trade & Industrial Education Division	13
ND Agriculture Division	47
ND Career Development Assn	20
ND Counseling & Career Development Division	13

ND Career Tech Education Administrators	10
ND Family and Consumer Science	19
ND Health Science Teacher Division	7
ND Special Populations Division	4
ND Technology and Engineering Education Division	8
ND Trade and Industry Division	7

6. Financial Report –

Edward Jones Fund - \$31,254.34 as of 3/26/2021

Region V Savings account - \$ 2,115.78

Checking account – \$38,848.53

Revenue of \$8,870.00 (\$3,380 short of revenue goal – 96 members)

Expenses of \$5,434.32 of a \$19,329.96 expense budget

7. Standing Committee –

- a. Legislation – Holly Strand-Rysgaard (President chair), Christa Brodina, Eric Ripley, Wayde Sick
Wayde gave the status on several ND bills impacting CTE.
- b. Resolutions - Pam Stroklund (Past-President chair), Jill Quinlivan
Nothing to Report
- c. Nominations – Alison Orgaard (President- Elect chair), Bryan Stastny, Dustin Martin, Karlee Feist, Lucas Schmaltz, Andrea Benson
If know anyone is interested in NDACTE Vice President position, let Alison know. Deadline is May 15.
- d. Policies - Alison Orgaard (President- Elect chair), Pam Stroklund, Bryan Stastny
Information to be shared in unfinished business.
- e. Audit – William Fritz (Vice President Chair), Lucas Schmaltz
Nothing to Report

8. Ad Hoc Committees -

- a. Newsletter - Carla Hixson – Sept NDACTE Impact award winners; Oct CTE Learn; Nov Web Developer position; Dec NDACTE QAS Award; Jan – Awards statewide search for excellence in CTE; Feb Holly elected to ACTE Board and Eric article on How to Advocate; March ACTE Innovation Webinar Series available to entire CTE Community. Ideas for articles? Danielle Luebke Scholars Update and / Or Holly Strand Rysgaard ACTE IAED and August - Eric and Holly talk about their National ACTE Goals
- b. Public Relations, Marketing, NDACTE Booth, Social Media – Dustin Norby, Joan Birdsell, Jill Quinlivan, Pam Stroklund, Holly Strand-Rysgaard
Nathan Long – may be interested in the position Dustin following up with him.
- c. Membership - William Fritz, Joan Birdsell, Dustin Martin, Holly Strand-Rysgaard, Bryan Stastny, Karlee Feist
Nothing to Report
- d. NDACTE/PDC - Holly Strand-Rysgaard, Carla Hixson, Tracy Becker
PDC update – will be face to face in the event center. Registration will launch on May 1 with ACTE website partnership. 3 days in length. Planning an awards luncheon. An evening social is planned at this time because of conflicts with separate division plans – 50th Anniversary for Monday Tentative.
Can ACTE pass the hat for Ruben Gunther at the PDC?
When does CTE plan to need NDACTE’s luncheon sponsorship – ASAP –
- e. NDACTE Awards - Danielle Luebke, William Fritz, Pam Stroklund, Lucas Schmaltz, Holly Strand-Rysgaard
All of the Award winners from PDC were forwarded on to the Region V level. The judging was completed last week. Winners will be announced at the Region V Conference this week.

Working on forwarding the Impact awards to the national level and trying to be more aligned with how the awards are at the national level.

NDACTE is now accepting awards there are applications started in each category, but it would be nice to have more. Applications are due 4/30 if you could promote within your divisions that would be great!

- f. CTE Reception/Awards Luncheon- Holly Strand-Rysgaard (President), Alison Orgaard (President-elect), Tracy Becker (State Staff / PDC Coordinator)
Covered above.
- g. ACTE Convention - Holly Strand-Rysgaard (President), Carla Hixson (Executive Director)
Nothing to report
- h. Region V Planning Committee –Carla Hixson - April 13-15, 2023 at Delta Hotel, Fargo, ND nothing more to report.

9. Division Reports / Updates:

- a. Administration Division – Christa Brodina – keeping track of ND legislative bills
- b. Agriculture Education Division – Lucas Schmaltz – National Ag Teachers Assn – have applicants in all areas. Looking to add a couple of programs in Post-Secondary in Mayville. State FFA in June at NDSU. Planning a couple of in person things this summer.
- c. North Dakota Business Education Division – Joan Birdsell
No Report
- d. Engineering and Technology Education Division – Jill Quinlivan
Just finished state conference was abbreviated and nationals will be virtual.
- e. Family and Consumer Science Division – Karlee Feist
No Report
- f. Guidance and Career Development Division – Dustin Martin
No Report
- g. Health Science Education Division - Andrea Benson
Have state conference for HOSA in person and national will be virtual this summer. Skills has a hybrid conference. Working on simulated contest. Feedback so far is that it is going well on both ends.
- h. Marketing Education Division – Dustin Norby
State Conference face to face last month. National conference started yesterday; it is virtual. 3 ½ week process for the virtual contest.
- i. Special Populations Division and Equity Division – Kristen Buchmeier
Lost a lot of people due to retirements and transitions. New people at Wahpeton and they need a Secretary and President.
- j. Trade and Industrial Education Division – Bryan Stastny
TNI will be meeting face to face on Monday in Bismarck due to material and equipment. Nationals will be virtual with some recorded and submission, but most will be live stream contests.
- k. Dept of CTE- Wayde Sick or Tracy Becker
CTE awards location: <https://www.cte.nd.gov/pdc>

Remodeling CTE floor at capital happening now. Making it more inviting. Building a large conference room to host medium size meetings on 15th floor. Launched the work based learning guidance and next week there will be training on Work Base learning.

Brenda Schuler retired last month. And Bonnie who assisted Tech and Engineering Program retiring next month.

Huge thank you to staff and teachers, administrators for assistance in holding CTSO events. Only DECA face to face event held in ND.

- i. Region V Report – Eric Ripley
Virtual conference coming up end of this week. Have reserved Wed for state meetings. Eric requested input on 2022 region V conference with the following options –
 - Utah hosting ACTE work based learning – piggy bank on it
 - Arizona will host 100% virtual -
 - SD will host in 2022 in person only but would not host if would jeopardize 2023 event in ND. – concerned with having 2 Dakotas back-to-back. Depending on where they would host it. Rapid City is where they have hosted in the past. Feedback indicated ND would be fine with SD hosting.
- j. ACTE National Board update - Eric Ripley and Holly Strand-Rysgaard
Eric and Holly both on board with VP positions.

10. 2020-2021 Program of Work – Reviewed status

11. Unfinished Business

- a. Officer Training Manuals and Training – tabled
- b. Website and Social Media Management – have someone interested
- c. Bylaws and Policy Handbook Updated

A Powerpoint outlining changes was provided and shared. Crossed out eliminated and underlined added and highlighted are items that are inconsistent. PowerPoint attached to agenda. June 8 the policy will put together a proposed By-laws changes. Powerpoint attached to minutes.

- d. Hill Visit Updates – Eric Ripley – all 3 went well.

12. New Business

ND PDC Conference - August 9-11, 2021

13. ACTE Events

Date	Event	Location	Details
April 15-17, 2021	ACTE Region V Conference	Lake Tahoe, NV Virtual	Early registration at \$199 for members ends on April 1 . Advanced registration runs from April 2–14 , for \$299 for members
April 29-30, 2021	Work-Based Learning Hybrid Conference Giving today’s students quality experiences for informed futures. Learn about best practices in work-based learning from across the country.	On-site and Online FFA Enrichment Center Des Moines Area Community College Ankeny Campus 1055 SW Prairie Trail Parkway Ankeny, Iowa 50023	Learn about best practices in work-based learning from across the country at ACTE’s National & Iowa’s Annual Hybrid Work-based Learning Conference, which will offer on-site and online programming this April 29–30 . <ul style="list-style-type: none"> • Over 40 WBL topics presented live over zoom to virtual participants. • Conference will include the ACTE WBL Policy meeting, Committee meetings, and Regional Work-Based Learning Receptions • 2021 Schedule at a Glance

			https://www.acteonline.org/wp-content/uploads/2021/01/2021-Schedule-at-a-Glance.pdf ACTE Member: \$250 / Non-Member: \$300 ACTE Member Speaker: \$200 / Non-Member Speaker: \$250 ACTE Member – Virtual Only: \$150 / Non-Member – Virtual Only: \$200
June 8-11, 2021	Leading the Education Revolution	Butler Tech, Cincinnati, OH	
August 9-11, 2021	ND PDC Conference	Bismarck, ND	
December 1-4, 2021	CareerTech Vision 2021	New Orleans, LA Hybrid Conference Online / Onsite	December 1 @ 1:00 pm to December 4 @ 5 pm

14. Action Items

Action Items April 13, 2021	Owner	Due Date	Status
PDC Follow up: CTE needs to know NDACTE's luncheon sponsorship of \$1,000. Vote by e-mail since no longer had a quorum.	Holly Strand-Rysgaard	ASAP	
ACTE can pass the hat for Ruben Gunther at the PDC during Division get togethers.	Need someone to coordinate this at PDC.	August	
Policy Committee will draft changes to the By-Laws	Policy Committee	June Board Meeting	
Change date of next NDACTE Board Meeting – Doodle pool to find best option	Carla Hixson	May	
Officer Training Manual – send info prepared by e-mail to review	Carla Hixson		Pending By-Laws and Policy handbook review

15. 2020-2021 Meeting Dates- Held Quarterly on the 2nd Tuesday of the month from 4-5:30 pm
June 8, 2021 4:00-5:30 – Zoom – needs to be rescheduled. Meeting was rescheduled to June 7 at 2:00 PM.

During PDC August 9-11, 2021:

- August 9– End of year meeting - TBD
- August – General Membership meeting - TBD
- August 11– New year board meeting- TBD

16. Adjournment

- Motion to adjourn by Lucas Schmaltz
- Second by William Fritz
- Motion approved.
- Meeting adjourned at 5:44 pm

Via Email after meeting: we ran out of time to discuss and no longer had a quorum to vote on the Awards Luncheon funds. Holly will seek a Motion to provide \$1000 to ND CTE for the Awards Luncheon. Once that is established, a Google Form will be used to vote on that Motion.

Motion was made by Kristen Brodina to provide \$1,000 ND CTE PDC for the Awards Luncheon. Alison Orgaard seconded the motion. Following a Google Form vote, motion approved.



Minutes
NDACTE Board Meeting
June 7, 2021 2:00 – 3:30 PM Central Time
Zoom Meeting

I. Call to Order by President Elect, Alison Orgaard at 2:00 PM

II. Roll Call – Carla Hixson Confirmed Quorum with the following:

Members Present: Pam Stroklund, , Alison Orgaard, William Fritz, Christa Brodina, Andrea Benson, Dustin Martin, Joan Birdsell, Jill Quinlivan, and Kristen Buchmeier

Ex Officio Members: Wayde Sick, Tracy Becker, Eric Ripley, and Executive Director, Carla Hixson

Members Absent: Holly Strand-Rysgaard, Bryan Stastny, Dustin Norby, Lucas Schmaltz, Karlee Feist, and Danielle Luebke

III. Motion to Approve Agenda made by Pam Stroklund

Second by William Fritz

Motion approved.

IV. Motion to Approve Minutes from April 13, 2021 meeting made by William Fritz

Second by Christie Buchmeier

Motion approved.

V. Directors Report – Carla Hixson

1) Current Membership – Current Membership reported from ACTE is at 293 compared to 358 on May 4, 2020

2) Financial Report as of May 31, 2021

Edward Jones Fund - \$31,872.02 compared to \$30,263.41 a year ago (Increase of \$1,006.53)

Region V Savings account - \$2,115.78

Checking account – \$38,695.20

Revenue of \$9,050 which is \$2,300 short of budget (91 members)

Expenses of \$6,100.98 anticipated outstanding expenses for year end of June Payroll \$333.33, and

PDC Conference registration for Exec Dir \$75 and business cards for executive director.

3) Plans for 2021-2022 – annual report and agendas/ budget – Will have a separate meeting with Pres (Holly)/ Pres Elect (Alison) members should provide input to them before June 15.

VI. Standing Committee –

1) Legislation – Holly Strand-Rysgaard (President chair), Christa Brodina, Eric Ripley, Wayde Sick
Wayde shared a PowerPoint with updates from legislative session:

- SB2019 - CTE Appropriations Bill - Secondary Grants \$26, 837,780 Marketplace for Kids held event Post-Secondary Grants was eliminated due to such a low amount that it was not

impactful, however federal dollars are available. Farm Management \$188,000 decrease, TrainND held even.

- HB1015 – OMB Appropriations Bill - \$70M set aside for CTE Centers
 - SB2019 and HB 1015 - To be aware of legislative intent use funds wisely may not have state funds for sustainability
 - HB1380 – Legacy Fund Streaming Bill - Up to \$30M in 23-25 biennium for workforce enrichment initiatives. Will be determined next biennium
 - HB 1375 – dual credit courses will be reimbursed \$750 max if successful completion
 - SB2272 – continues Career Builders Program
 - SB2289 sunsets old bill and creates Choice Ready Scholarship – impacts incoming freshmen.
 - HB1478 – Learn Everywhere Bill – allows alternative curriculum from outside the classroom
 - SB2196 – Learning Continuum Bill – opportunity to waive seat time and award credit in different ways
 - Federal Level – end of May President Biden proposed a small increase to Perkins \$20M across 50 states. America Jobs Plan Act proposed potential increase for CTE as well.
- 2) Resolutions - Pam Stroklund (Past-President chair), Jill Quinlivan
Pam reported that they are looking at award winners, president, and ND CTE 50th PDC.
 - 3) Nominations – Alison Orgaard (President- Elect chair), Bryan Stastny, Dustin Martin, Karlee Feist, Lucas Schmaltz, Andrea Benson
Alison reported that they have not gotten any names yet.
 - 4) Policies - Alison Orgaard (President- Elect chair), Pam Stroklund, Bryan Stastny
Policy Manual – committee shared changes recommended by policy committee to clear up discrepancies and line up with national ACTE. Updated succession plan. A formal vote will take place at the next meeting.
By-Laws – Clean up discrepancies and align with ACTE adding past president duties. By-laws will be voted on by membership at PDC.
 - 5) Audit – William Fritz (Vice President Chair), Lucas Schmaltz
Nothing to share at this time.

VII. Ad Hoc Committees -

- 1) Newsletter - Carla Hixson – Alison July goals and looking for people to run for the VP position. August will be Eric and Holly national goals.
- 2) Public Relations, Marketing, NDACTE Booth, Social Media – Dustin Norby, Joan Birdsell, Jill Quinlivan, Pam Stroklund, Holly Strand-Rysgaard
Nothing to update
- 3) Membership - William Fritz, Joan Birdsell, Dustin Martin, Holly Strand-Rysgaard, Bryan Stastny, Karlee Feist
Nothing to report
- 4) NDACTE/PDC - Holly Strand-Rysgaard, Carla Hixson, Tracy Becker
National Policy Seminar – gave dates / invites to PDC of national delegation
PDC request to do a Silent Auction basket during the 50th reception. Host gets 15-20 baskets. NDACTE decided to pass the opportunity on to someone else since our fund raising would be for the scholarship versus money maker for NDACTE.
Motion made by Pam Stroklund to **raise money for Rueben Gunther Scholarship at PDC** by hosting a Miracle Minute during the awards luncheon – William second – motion passes. Pam will speak, couple board members pass the hat, get 4-6 hats.
- 5) NDACTE Awards - Danielle Luebke, William Fritz, Pam Stroklund, Lucas Schmaltz, Holly Strand-Rysgaard
Pam indicated that the judges will be complete with identifying award winners by Friday.
- 6) CTE Reception/Awards Luncheon- Holly Strand-Rysgaard (President), Alison Orgaard (President-elect), Tracy Becker (State Staff / PDC Coordinator)
No report

- 7) ACTE Convention - Holly Strand-Rysgaard (President), Carla Hixson (Executive Director)
No report
- 8) Region V Planning Committee –Carla Hixson - April 13-15, 2023 at Delta Hotel, Fargo, ND – Theme selected is CTE: A World of Opportunity, will start meeting every other month on the 1st Tuesday starting in September 2021.

VIII. Division Reports - Updates and plan for upcoming year – Divisions with an * have representatives that will expire this year. Need an update on how they will be discussing it with their divisions on either staying on the board or seeking another rep.

- 1) Administration Division – Christa Brodina (2022)
Had first face to face meeting and overview of legislative session.
- 2) Agriculture Education Division – Lucas Schmaltz (2021)
William FAA Chapters in Fargo convention this week. Professional development for teachers, 1 a week throughout the summer. Working on planning PD during PDC.
- 3) North Dakota Business Education Division – Joan Birdsell (2023)
Have onsite training for CTSO’s June 14-17 in Mandan. Preparing virtual conference and online testing.
- 4) Engineering and Technology Education Division – Jill Quinlivan (2023)
Getting ready for PDC including social events for first time. Nationals is virtual this year.
- 5) Family and Consumer Science Division – Karlee Feist (2023)
No report
- 6) Guidance and Career Development Division – Dustin Martin (2022)
Figuring out new legislative changes. PDC at Radisson. Looking at shortages of counselors and what can be done to promote the profession.
- 7) Health Science Education Division - Andrea Benson (2023)
Virtual ILC end of June.
- 8) Marketing Education Division – Dustin Norby (2021)*
Laurie Salander is interested in division position.
- 9) Special Populations Division and Equity Division – Kristen Buchmeier (2021)*
Updating posters.
- 10) Trade and Industrial Education Division – Bryan Stastny (2022)
No report
- 11) Dept of CTE- Wayde Sick or Tracy Becker
State officer training next week.
- 12) Region V Report – Eric Ripley
Last Region V meeting next week. That will conclude his 3-year term. 2022 in Rapid City, SD strongly encourage the 2023 Region V Conference committee delegation to attend this.
- 13) ACTE National Board update - Eric Ripley or Holly Strand-Rysgaard
On board training first part of July.

IX. 2020-2021 Program of Work –

Review status - Recommended changes for 2021-2022 to Allison prior to June 15

X. Unfinished Business

- 1) Officer Training Manuals and Training – on hold.
- 2) Website and Social Media Management – no update.
- 3) Bylaws and Policy Handbook Updated – covered.

XI. New Business

- 1) Executive Director Evaluation – Pam Stroklund

Motion to move into executive session was made by Joan Birdsell, second by William Fritz. Board went into executive session, board left executive session and invited Executive Director, Carla Hixson, back to the meeting.

Motion made by Pam Stroklund to waive the stipulation of the 10% membership increase due to the pandemic and pay \$250.00 to the executive director and set the new membership number at 285 members. Dustin Martin 2nd the motion. Motion carried.

2) ND PDC Conference - August 9-11, 2021

- Tradeshow –
 - Interactive ideas (cornhole – photo ops with CTE backdrop, others?)
 - Giveaways – I am CTE T-shirts? (37 total - 4 small, 18 large, 5 xx large) other ideas?
Decided to use for the CTSO’s will pick them up next week.
- Awards Presentation – Pam will lead miracle minute for Rueben Guenther Scholarship.
- Meeting locations at PDC – At Capitol in CTE new office space.

XII. ACTE Events

Date	Event	Location	Details
Tuesday June 1, 2021 9:00 AM – 4:45 PM CST (After-hours Networking 4:45 – 6:00 PM CST)	CTE Innovation Summit CTE Innovation Summit ACTE (acteonline.org)	Virtual Rates: ACTE Member: \$99 / Non-member: \$169	The CTE Innovation Summit is a national event to explore the techniques, tools and approaches to teaching CTE in our changing world of teaching, learning and work. As the workplace evolves to incorporate new technologies and changes the way in which people interact with them, so does the need to educate our learners to be successful in this new world of work.
August 9-11, 2021 ALL Board members	ND PDC Conference Info: CTE Professional Development Conference (PDC) North Dakota Department of Career and Technical Education Register: Registration (acteonline.org)	Bismarck Event Center Bismarck, ND NOTE: CTE Reception - Organize entertainment activities and promote them to the membership and attendees. (State Staff / PDC Coordinator, President, President Elect) Coordinate activities, secure ribbons, secure, promote and award door prizes during PDC (President, executive Director, State Staff / PDC Coordinator)	<ul style="list-style-type: none"> • August 8 – Sunday, 5:00-7:00 pm— NDACTE Executive Board Meeting – Location TBD • August 9, Monday 5:00-7:00 pm Celebration of the 50th Conference on at the Event Center • August 10 — Tuesday, 7:30-8:00 am - General Membership meeting - Location TBD • August 10 — Tuesday, noon-1:30 pm – PDC General Session and NDACTE Awards • August 10 – Tuesday, 4:30-6:30 pm— NDACTE Executive Board Meeting and Orientation
Sept 29 – Oct 1, 2021	Best Practices and Innovations Conference Best Practices and Innovations Conference ACTE (acteonline.org)	Austin, TX	Signature event for secondary and postsecondary CTE Administrators ACTE/NCLA Members: \$395.00

December 1-4, 2021 December 1 @ 1:00 pm to December 4 @5 pm	CareerTech Vision 2021 <u>Home (careertechvision.com)</u> NOTE: President attends NDACTE Coordinate voting delegates and plan ND social reception (President) Inform ND Delegates of Activities (Exec Dir)	New Orleans, LA Hybrid Conference Online / Onsite Rates: In Person – ACTE Member \$395 early bird before August 15 \$445 Advance by Oct 16 \$525 Regular after Oct 16 Virtual – ACTE Member \$250 by October 16 \$300 AFTER Oct 16	ACTE’s CareerTech VISION is the must-attend event for career and technical educators, industry representatives and business leaders. The most comprehensive professional development and networking event of its kind in the nation, you will connect, collaborate and build lasting friendships with thousands of career and technical education (CTE) professionals transforming students’ lives every single day.
March 21-23, 2022	National Policy Seminar Arlington, VA	NOTE: President Elect attends Plan ahead for Congressional Visits	
April 6-9, 2022	ACTE Region V Conference	Rapid City, SD NOTE: Executive Director will attend	

XIII. Action Items

New Action Items June 7, 2021	Owner	Due Date	Status
Set up committee meetings for PR and Membership	Carla, William, Dustin N	July	Complete
PDC – Miracle Minute Coordination during Awards Luncheon. Pam speaks, couple board members pass the hat, get 4-6 hats.	Pam Stroklund Carla Hixson	August 9	
ND CTE Newsletter articles: July Alison her goals as NDACTE President July – NDACTE looking for individuals to run for VP opening on the board August - Eric and Holly update on ACTE national goals.	Alison Orgaard Carla Hixson Eric and Holly	June 25 June 25 July 25	
PDC e-mail reminder to members to attend NDCTE PDC	Carla Hixson	June 30	
I am CTE T-shirts (37 total - 4 small, 18 large, 5 xx large) other ideas? Decided to use for the CTSO’s Joan will pick them up from Carla next week.	Joan Birdsell	June 15	
Officer Training Manual	Carla Hixson	August 2021	

Action Items from April 13, 2021	Owner	Due Date	Status
PDC Follow up:	Holly Strand-Rysgaard	ASAP	Board approved via e-mail vote

CTE needs to know NDACTE's luncheon sponsorship of \$1,000. Vote by e-mail since no longer had a quorum.			
ACTE can pass the hat for Ruben Gunther at the PDC during Division get togethers	Need someone to coordinate this at PDC.	August	Will be doing this during Awards Luncheon
Policy Committee will draft changes to the By-Laws	Policy Committee	June Board Meeting	Complete
Change date of next NDACTE Board Meeting – Doodle pool to find best option	Carla Hixson	May	Completed June 7, 2021
Officer Training Manual – send info prepared by e-mail to review	Carla Hixson	August 2021	Pending By-Laws and Policy handbook review

XIV. Meeting Dates

During PDC August 9-10, 2021

- August 8, 2021– Sunday, 5:00-7:00 pm—NDACTE Executive Board Meeting – State Capitol CTE Meeting Room.
- August 10, 2021— Tuesday, 7:30-8:00 am - General Membership meeting – Bismarck Event Center
- August 10, 2021 – Tuesday, 4:30-6:30 pm—NDACTE Executive Board Meeting and Orientation – Bismarck Event Center

2021-2022 - Held Quarterly on the 2nd Tuesday of the month from 4-5:30 pm

- October 12, 2021 4:00-5:30 – Zoom
- January 11, 2022 4:00-5:30 – Zoom
- April 12, 2022 4:00-5:30 – Zoom
- June 14, 2022 4:00-5:30 – Zoom
- During PDC August 8-10, 2022
- August 7, 2022– Sunday, 5:00-7:00 pm—NDACTE Executive Board Meeting – In person, location TBD
- August 9, 2022— Tuesday, 7:30-8:00 am - General Membership meeting - In person, location TBD
- August 9, 2022— Tuesday, noon-1:30 pm – PDC General Session and NDACTE Awards
- August 9, 2022 – Tuesday, 4:30-6:30 pm—NDACTE Executive Board Meeting and Orientation - In person, TBD

XV. Adjournment

- Motion to adjourn by William Fritz
- Second by Joan Birdsell
- Motion approved.
- Meeting adjourned at 3:37 pm



2020 - 2021 NDACTE Budget to Actuals

CHECKING ACCOUNT	BALANCE	6/30/2021	\$	65,393.54
REGION V SAVINGS ACCOUNT	BALANCE	6/30/2021	\$	2,116.04
EDWARD JONES INVESTMENT ACCOUNT	BALANCE	6/30/2021	\$	32,036.35

REVENUE	FY 20-21 Notes	FY 20-21 Budget	FY 20-21 Actual
Member Dues - ACTE	350 @ 35	\$ 12,250.00	\$ 10,450.00
New Professionals (Division Reimbursement)	2 @ \$250	\$ 500.00	\$ -
Region V Conference			\$ -
Interest and Miscellaneous Income	Checking Dividend	\$ 15.00	\$ -
Miscellaneous Income	ACTE ACH ERROR - this is PDC Registration funds, will be deducted next month		\$ 26,090.00
Miscellaneous Income	Mini Grant		\$ -
TOTAL REVENUE		\$ 12,765.00	\$ 36,540.00

EXPENSES	Notes	FY 20-21 Proposed	FY 20-21 YTD
Membership			
New Professionals	2 @ \$500	\$ 1,000.00	\$ -
Membership Development/Incentive	10 @ \$35	\$ 350.00	\$ 300.00
PDC Badge Ribbons		\$ 75.00	\$ -
Executive Director			
Monthly Contract Salary	\$333 Per Month + June \$325	\$ 4,324.96	\$ 4,324.96
October Board Meeting			\$ -
January Board Meeting			\$ -
ND PDC Conference	Registration and Travel	\$ 75.00	\$ 75.00
NEDA Dues		\$ 125.00	\$ 130.00
Membership Bonus	10% increase 350 = 385 members or more	\$ 250.00	\$ 250.00
NDACTE Awards			
Awards (Plaques)	\$800	\$ 800.00	\$ 741.78
Innovative	200 stipend	\$ 200.00	\$ -
Administrator of the Year	\$200 stipend + \$115 ACTE Dues	\$ 315.00	\$ 115.00
Teacher of the Year	\$200 stipend + \$115 ACTE Dues	\$ 315.00	\$ 115.00
Career Guidance Counselor of the Year	\$200 stipend + \$115 ACTE Dues	\$ 315.00	\$ 115.00
Post-Secondary Teacher of the Year	\$200 stipend + \$115 ACTE Dues		\$ -
New Teacher of the Year	\$200 stipend + \$115 ACTE Dues	\$ 315.00	\$ 115.00
Teacher Educator of the Year	\$200 stipend + \$115 ACTE Dues		\$ -
Lifetime Achievement	\$200 stipend + \$115 ACTE Dues		\$ -
Carl Perkins Community Service	\$200 stipend + \$115 ACTE Dues	\$ 315.00	\$ -
Meeting/Conference Expenses			
PDC Social Contract - Luncheon sponsorship	\$1,000		\$ -
PDC Social Expenses			\$ -
State Executive Board Meetings	Food	\$ 250.00	\$ -
ACTE Conference (Executive Director)	\$2000 @100%	\$ 2,000.00	\$ 125.00
ACTE Convention (President)	\$2,000 @ 70%	\$ 1,400.00	\$ -
National Policy Seminar (President-Elect)	\$2,500 @ 70%	\$ 1,750.00	\$ -
Region V Conference (Vice President)	\$2,000 @ 70%	\$ 1,400.00	\$ -
Region V Virtual Conference	VP one time	\$ 250.00	\$ -
Board Member Expense Stipends	2 @ \$500	\$ 1,000.00	\$ -
Other Expenses			
Standing Committee Fund		\$ 1,000.00	\$ -
Office Expenses		\$ 150.00	\$ 69.71
Miscellaneous Expenses		\$ 145.00	\$ 154.54
Board Member Shirts	3 @ \$30 (Benson, Schmaltz, Becker)	\$ 60.00	\$ -
Conference President's Social	Conf president attending	\$ 500.00	\$ -
Website URL / Host		\$ 150.00	\$ -
Website Development / Social Media Management	\$200 dev / 12 @ \$25	\$ 500.00	
Square Expense		\$ -	\$ -
Zoom (July 27, 2020 to July 26, 2021)		\$ 128.32	\$ 128.32
TOTAL EXPENSES		\$ 19,329.96	\$ 6,759.31
FISCAL YEAR GAIN / (LOSS)		\$ (6,564.96)	\$ 29,780.69
FISCAL YEAR GAIN AFTER ACTE CORRECTION ADJUSTMENT			\$ 3,690.69