



WORK-BASED LEARNING

**ACTE WORK-BASED LEARNING / YOUTH APPRENTICESHIP SECTION
POLICY COMMITTEE MEETING (via Zoom)**

February 24, 2021

6:00-7:30 PM ET

“Our Section has a bright future as a Division.”

Jan Jardine, Chair, began the meeting at 6pm. The following were present:

1. Jan Jardine <janj@provo.edu>
2. Kelli Diemer <kdiemer@acteonline.org>
3. Tony Trapp <trappt@uppervalleycc.org>
4. Deana Patterson <dpatterson@itawambacountyschools.com>
5. Laura Dinardo <laura.dinardo@apsva.us>
6. Raquel Laiz <rilaiz@pps.net>
7. Susan Gubing <sgubing@gmail.com>
8. Jason Butcher <jbutcher@reachhighermontana.org>
9. Jason Van Nus <jasonvannus@lowndes.k12.ga.us>
10. James Michlig <james.michlig@muskegonorway.org>
11. Jim Egenrieder <jimegenrieder@gmail.com>

Not available:

12. Mee Hee Smith <MeeHeeSmith@dwd.in.gov>
13. Charlotte Heinze <Charlotte@ccisd.com>

Jan presented the [Minutes from the last meeting \(1/6/21\)](#). Motion to approve - Jason Butcher, 2nd Laura DiNardo. Approved unanimously.

Reports from Policy Committee Members

Region 1 – Tony Trapp described his outreach efforts and gave highlights for his future presentations. The Region 1 conference will go virtual, and he suggested collaboratively developing slides that can be used in all regions and groups. Some are already available on the ACTE WBL page at <https://www.acteonline.org/about/structure/divisions/new-and-related->

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[services-division/work-based-learning-section/](#)

Region 2 – Jason Van Nus has contacted everyone in the leadership directory. He’s noted big differences in state-by-state engagement.

Region 3 – Jim Michlig asked to be invited to the next Region 3 meeting. He’s recruiting for the WBL meeting and the WBL section.

Region 4 – Charlotte Heinze was not available

Region 5 – Jason Butcher - Jason met with Region 5 to describe his role and participate in their meeting.

Awards – Deana Patterson has 3 completed applications, and 44 partially complete applications. She is seeking judges.

Professional Development – Laura DiNardo described the monthly sessions, the NPS presentation, March will be dual enrollment, and others are solidifying. The WBL conference format will be decided by March 14 (hybrid or virtual only). Kelli described other presenters. Other announcements and advertisements will come out shortly. Both encouraged broader registration - <https://www.acteonline.org/wbl-conference/>

Advocacy – Raquel Liaz shared highlights of the Monday through Wednesday NPS sessions, including resources from ACTEOnline.org.

WBL Educators – Susan Gubing reported her group is focused on convincing leaders about the importance of WBL, but also communications and gathering data, particularly qualitative data.

Postsecondary – Jim Egenrieder shared his notes for WBL discussion with legislators.

Social Media - James Michlig highlighted the campaign beginning with LinkedIn and Twitter, including the use of memes with quotes, podcasts.

State Workforce – Mee Hee Smith was not available.

Report sent via email after the meeting: Mee Hee is working with Tony May with the State of Alabama on a webinar for state and workforce leaders from all states to collaborate on key WBL topics and hear from practices and challenges. Our goal is to continue to convene this group to listen and learn from each state and how they are elevating WBL, working through some challenges, and also create a resource of each state’s designated WBL website/WBL manuals/WBL resources.

Jan Jardine described the Advocacy Flier for WBL support (a COVID-era concern), a solicitation to join, Case Studies in WBL. Kelli described the new Xello publication. We have a 3pm ET Zoom call on March 2.

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Discussion and review of Work-Based Learning / BL Policy Manual

Jan sent the document on Monday February 22 with the meeting announcement.

- The manual was an adaptation of the Business and Career Counseling Divisions.
- The ByLaws section will likely be removed and replaced with a hyperlink to the ACTE ByLaws.
- The organization of the Division could include *Standing Committees* and *Task Force Committees*.
- We will aim for two or more meetings aligned with larger meetings when possible.
- Membership - There are state and regional quasi-governmental organizations that could be candidates for associated groups (e.g., national and state coordinators of Regional Workforce Councils/WIBs, regional Youth Employment Programs). The group will look for models.
- The role of the President will also be Vice President of the ACTE Board for Work-Based Learning.
- Other ACTE rules will be removed and be replaced by references to the ACTE rules
- Some Budget line item headings may change or be removed.
- We will receive a budget. Expenditures will be authorized by the policy committee.
- Officers and Voting Members are described.

Action Items/Discussion List

1. Review the draft manual and share comments with Jan and Kelli.
2. Review the Committees descriptions.
3. Review the Removal Process.
4. Jan may have other questions sent by email after the meeting.

Upcoming events

Feb 25 – WBL Section Webinar – Celebrating WBL Successes

3 pm ET/ 2 pm CT/ 1 pm MT/ 12 pm PT

ZOOM LINK – <https://us02web.zoom.us/j/83942185123>

Passcode: BESTWBL

Mar 1 – Seamless WBL Professional of the Year Award nominations deadline

Mar 2 – WBL State Leaders Collaboration – 12 pm ET/11 am CT/10 am MT/9 am PT

Mar 2 – ACTE WBL Section Zoom Call

3 pm ET / 2 pm CT / 1 pm MT / 12 pm PT

Mar 16 – WBL Section Webinar – Dual Credit/Concurrent Enrollment for WBL

3 pm ET/ 2 pm CT/ 1 pm MT/ 12 pm PT

Apr 29-30 – ACTE National/Iowa Annual WBL Conference

June 3 – ACTE WBL Section Zoom Call

3 pm ET / 2 pm CT / 1 pm MT / 12 pm PT

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Jan Jardine adjourned the meeting at 7:35pm

Next Meeting: April 29 @ ACTE WBL Conference (8-9 am CT)