I. Call to Order: Greg Krawiec, President

II. Attendance – Roll call
   a. Anna Brooks, Greg Krawiec, Sandy Warning, Tara Troester, Cale Hutchings, Sandra Miller, Doralene Abdel-Halim, Matt May, Karen Van De Walle, Susan Seuferer, Greg Kepner

III. Approve previous board minutes - 8.16.2021
   a. Doralene Abdel-Halim Approved. Matt May Second

IV. Treasurer’s Report (quarterly) – (sent to board) Sandy W.
   a. See Page 4 attached
   b. Conference Expenses:
      i. 15,560 registrations
      ii. 5,000 from sponsorship
      iii. Waiting for end of October for final payable bills

V. Division Reports (briefly highlight upcoming initiatives/concerns/help needed)
   a. IAAE – Jessica- No report
   b. IBEA – Barb – See attached pg. 5
   c. IFCSE – Doralene/Nancy
      i. Successful conference. With good workshops on fashion, interior design, and FCCLA
      ii. Can we partner with other conferences to lower charges on credit card? Idea from Sandy – look into Paypal
      iii. Working on gathering survey responses – but aligning with IACTE was positive
      iv. Starting quarterly newsletter with updates from DE and IACTE
   d. IHEA – Tammy- No report
   e. IITEA – Matt
      i. 77 signed up for conference
      ii. Working on survey results, going to discuss unification at the next board meeting
   f. IWBL – Tara
      i. In progress of planning conference
      ii. Using Eventbrite for registration – opening in a month

VI. ACTE Region III Representative Report – Greg Kepner
   a. Giving out awards for public service announcements
   b. Policy meeting and business meeting – December 1st
   c. Having a meeting soon to discuss tours, keynotes, and session proposals

VII. DE Liaison Report – Cale
   a. Launching Perkins V application via comprehensive local needs assessment
      i. Working on refining process
b. **Looking into work-based learning push** – working on updating these documents and new requirements

c. **Looking at ways to recruit and train new educators**

VIII. **Program of Work - Standing Committee Reports**

a. Audit Review – Sandy W.
   i. *Submitted but not received word back from auditor*

b. Awards and Scholarship – Barb

c. Conference Planning – Karen
   i. *Next year: September 20, 2022*

d. Membership – 2nd V.P.
   i. *Located within Sandy’s report*

e. Policy Development – Susan

f. Communications - Susan

g. Nominating - Susan

IX. **Ad Hoc Committee Reports**

a. By-laws – Greg Krawiec
   i. *A quorum was lost at House of Delegates before Bylaws revisions could be voted on so they will be voted on through email as written in the current Bylaws.*

X. **Ex-officio reports**

a. Executive Director – (sent to board) Sandy Miller
   i. *See attached. Page 6-8*

XI. **Unfinished Business (Program of Work)**

a. **2021 Conference**
   i. 2021 Conference Summary (sent to board) Sandy W.
   ii. Conference Follow-up survey was sent out
   iii. Thank you to all board members

b. **Presidential Scholar Nominations**
   i. Rubrics are due Saturday, October 23 @ midnight
   ii. It is important to judge all candidates so that scoring is fair.
   iii. SM will tabulate and advance top five nominees to Dennis Harden/Ann Lebo

c. **Region III Conference 2022**
   i. Planning continues and will gear up in the next months
   ii. Call for proposals will come out soon
   iii. Keep marketing it in your CTE circles
   iv. *Lisa and Sandy are going to meet to walk through Embassy Suites at some point this fall*

d. **CTE Day at the Capitol:**
   i. Tuesday Feb 8, all are welcome, let’s fill the rotunda
   ii. Registration(free) to follow in Nov/Dec
   iii. Governor Reynolds will be asked to sign Feb as CTE Month proclamation

e. **ISCA and IASB Conferences**
   i. Need people to lock in their times/days
   ii. CTSOs may help also

f. CareerTech VISION
i. No word yet about voting delegate registration (Greg K, Greg K, Karen)
   Alternates: Laura, Sandy M.

XII. New Business
a. Program of Work
   i. Need to get volunteers from each division for
      1. Awards and Scholarship Committee

XIII. Other?
a. Discuss how unified dues will start to work. Any interest in joining this working group – let Greg Krawiec know

XIV. Next Meetings:
a. November 15, 4:30 – 5:30 p.m.
b. December No Meeting Enjoy the holidays
c. January 24 (Changed from Jan 17 MLK Day)
d. February 21
e. March 28 (Changed from March 21 NPS)
f. April 18
g. May 16
h. June 20

XV. Adjourn
# Iowa ACTE

## Treasurer's Report

**July 1 - September 30, 2021**

### Income

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<tr>
<th>Conference</th>
<th>ASSETS</th>
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<tr>
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<td>Current Assets</td>
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<td>Checking/Savings</td>
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<td>Community 1st CU</td>
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<td>IACTE</td>
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<td>Other Current Assets</td>
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<tr>
<td>Total Conference</td>
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<td>Dave Bunting Scholarship</td>
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<td>Interest Earned</td>
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<td>Membership Dues</td>
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### Expense

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<td>Equity</td>
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<td>Net Income</td>
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<td>Total Current Assets</td>
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<td>Total Other Current Assets</td>
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<td>Advocacy Expense</td>
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<td>ISCA Booth</td>
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<tr>
<td>Total Advocacy Expense</td>
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</table>

### Conference Expense

| Awards             | 114.53                                      |
| Catering          | 6,692.84                                    |
| Expense           | 400.01                                      |
| Facilities        | 2,910.00                                    |
| Registration Credit Card Fees | 312.60 |
| Conference Expense - Other | 1,297.36 |
|                    |                                           |
| Total Conference Expense | 11,971.54                             |
| Dave Bunting School Recipient | 1,000.00 |
| Executive Director | 2,400.00                                    |
| Operating         |                                           |
| Board Meetings    | 1,269.72                                    |
| Miscellaneous     | 8.75                                        |
| Treasurer Bonding Insurance | 100.00 |

### Total Operating

| Total Operating | 7,379.47                                    |

### Professional Development

| Region III Conference | 1,375.83                                    |

### Total Professional Development

| Total Professional Development | 1,375.83                                    |

### Total Expense

| Total Expense | 18,240.64                                    |

### Net Income

| Net Income | 11,945.82                                    |
Finding Your Focus through IBEA conference was held September 26-27, 2021, Holiday Inn & Suites Des Moines-NW, 4800 Merle Hay Road, Urbandale, IA. There were 48 registrants. Dawn Bowlus and the BizInnovator Team presented the curriculum and had an interactive project. https://www.ibeaoonline.org/keynote

At the IBEA Board meeting the IACTE unification process was briefly discussed. There were several members interested in how the unification payment would work since it is combined with the IBEA registration fee and how it will affect retirees.

Sandra Miller, IACTE, shared greetings from IACTE.

Throughout the conference, encouragement to nominate award recipients was shared.

Respectfully submitted,

Barbara Schult, MBA
IBEA Representative
Program of Work:

Member Value and Engagement

Membership Report:
149 Memberships paid this fiscal year:
- 82 from IFCSE Conference
- 26 from ACTE - July, August, September, October
- 5 sent to SW or SM
- 24 from service areas other than FCS from Conference Registration
- 12 online

Annual Report to ACTE and Quality Association Standards Award
We successfully submitted the QAS which includes the mandatory Annual Report by October 15. The Annual Report is mandatory to remain in good standing with ACTE. The purpose of the QAS is to provide benchmarks for state associations to determine levels of performance and satisfactory service to their members and prospective members.

Division Conferences: Greetings along with an exhibit table were brought to several division conferences
- IITEA – Sept 20 at Iowa Speedway, Knoxville – Greg Kepner
- IFCSE – Sept 20 at FFA Enrichment Center, Ankeny – Sandy Miller
- IBEA – Sept 27 at Holiday Inn, Merle Hay Road, DM – Sandy Miller

Website updates:
- 2021-2022 Board of Directors contact information – Will updated after 2nd VP Election ceases
- Updated CTE Presidential Scholars information
- 2021 - 2022 IACTE Membership Form
- Proposed bylaws revisions prior to conference
- Conference information

2nd Vice President Election:
- Open for voting October 4 - 19
- Electronic ballot sent to all who were members by June 30

Professional & Leadership Development
Iowa ACTE Best Practices Conference was a success. Sept 21, 2021, FFA Enrichment Center, Ankeny, IA
- 187 Registered, 16 Exhibitors with 17 tables plus 8 CTSOs exhibits
- 6 session sponsors (+$250) and 1 General Session sponsor (+$350)
- Director Ann Lebo gave remarks at the Luncheon Session
- Keynote speaker Kate Kreamer, Advance CTE
- DE Speaker Dennis Harden, CTE Bureau Chief
- ACTE speaker Kelli Diemer
- 26 Concurrent Sessions
- Awards were presented
- Dept of Ed helped sponsor the conference
- Membership was promoted with discounted conference registration fee
- SCHED app was used successfully
- Magnetic name badges for Board of Directors
- Ordered blue embroidered polos for Board of Directors, received evening of conference, Queensboro gave full refund of $262.73
- Gavels given for past presidents – Laura Van Waardhuizen (last year virtual conference) & Susan Seuferer
- Received publications from ACTE for Iowa ACTE conference and advocacy events
- Save the Date Sept 20, 2022 Iowa ACTE Best Practices Conference, FFA Enrichment Center

Leadership Fellows Program
- Eblast to all members
- Letter of Support for Administrative Fellow Application, Amy Meihe, Waterloo Career Center

CareerTech VISION
- Grant Wood AEA RPP is paying for my Flight, Registration & Lodging

NEDA (National Executive Directors Association)
- Membership paid for 2021-2022
- Will give NEDA Liaison Report to ACTE Board on Tuesday, Nov 30

Advocacy and Awareness
Iowa School Counselors Conference (ISCA): at Iowa Events Center, Des Moines
  Nov 15 7:15 a.m. or 9:00 a.m. – 4:00 p.m.
  Nov 16 7:30 a.m. - Noon

Iowa Association of School Boards (IASB) conference: Iowa Events Center, Des Moines, Booth #135
November 17, 2021, 3:30 – 5:00 with set-up prior
November 18, 2021, 9:00 a.m. – 2:00 p.m., Set-up 8:00 – 9:00

CTE Day at the Capitol: February 8, 2022, 7:00 – 2:00. Let’s fill the Rotunda with displays from every division! Spread the word in your divisions. A registration form will be sent out. There is no registration fee.

NPS (National Policy Seminar)
- Beginning to work with DE on CTSO rotation and getting student names

Strategic Partnerships
Presidential Scholar Nominees
- Zoom with Dennis and DE staff to coordinate Presidential Scholar nomination process and deadlines
- Eblast sent to all members and CTSO Directors
- 23 Total nominations for 20 people (1 person nominated 4 times, 1 in Business and 3 times in FCS) Both Ag and FCS needed to reduce nominations down to top 5
Service Area Nominations – 7 Ag, 5 Business, 6 FCS, 3 Ind Tech, 2 Information Solutions
Judges – Greg Krawiec, Greg Kepner, Jessica O’Connor, Barb Schult, Doralene Abdel Halim or Nancy Johnson, Tammy Steinwandt, Matt May, Cale Hutchings, Sandy Miller

Innovation
Region III CTE Teacher Shortage PSA Contest

Respectfully submitted,
Sandra Miller