



**Iowa ACTE Board  
Meeting Minutes  
8.16.2021  
4:30 p.m.**

**CTE: Learning that Works for Iowa**

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IAAE	Iowa Association of Agricultural Educators
IBEA	Iowa Business Education Association
IFCSE	Iowa Family & Consumer Sciences Educators
IHEA	Iowa Health Educators Association
IITEA	Iowa Industrial Technology Educators Association
IWBL	Iowa Work Based Learning

Welcome

- I. Call to Order. 4:31pm, President: Greg Krawiec
- II. Attendance – Roll call
  - a. Anna Brooks, Greg Krawiec, Greg Kepner, Sandra Miller, Barbara Schult, Katy Blatnick-Gagne, Doralene Abdel-Halim, Jessica O'Connor, Matt May, Nancy Johnson, Tara Troester, Sandy Warning, Tammy Steinwandt
- III. Approve previous board minutes – July 16, 2021
  - a. Approve: Matt May Second: Barbara Schult Passed
- IV. Treasurer's Report – Sandy W. (Quarterly) No Report
- V. Board Officers and Membership 2021 – Greg Krawiec
  - Note on Scheduled Zoom meetings Third Monday of each month except Sept. (House of Delegates) and December – no meeting, March will be fourth Monday b/c of NPS
    - Greg will delete meetings as needed
  - Shirts and Size – Sandy
    - Branding for organization
    - Potentially look into a higher quality
    - Send Sandy sizes
  - Program of Work Model
  - Committee Chairs and future work – Agenda may have new look for October's meeting
    - Will be attaching committees, work, and follow the standing committee in bylaws
- VI. Standing Committee Reports
  - Awards and Scholarship – Barb Schult
    - No Report
      - Still figuring out logistics
  - Conference Planning – Greg Krawiec
    - Committee meeting after adjournment of board
  - Membership – Sandy Miller in absence of 2<sup>nd</sup> VP
    - Sandy has contacts for who submits members for each division
    - Bylaw updates – President meet with these people on what they are doing to increase membership
  - Nominating – Susan Seufferer
    - No nominees for 2<sup>nd</sup> V.P. yet
    - Greg will reach out to potential contact
  - Policy – No Report
  - Communications - No Report

- VII. Division Reports (briefly highlight upcoming initiatives/concerns/help needed)  
\*\* Reminder: Annual written report due by September 1 to Greg Krawiec and Sandy M.
- IAAE – Jessica O’Connor
    - *Met last Wednesday. Working with new leadership*
    - *Working on updating members through ACTE*
      - *There is a push to get Ag teachers to join as an IAAE member*
    - *IAAE is already unified and has been for a while*
  - IBEA – Shannon Smith
    - *No Report*
  - IFCSE – Doralene Abdul-Halim/Nancy Johnson
    - *Making progress on conference*
    - *Meeting tomorrow (8/17)*
  - IHEA – Tammy Steinwandt
    - *No Report*
  - IITEA – Matt May
    - *Recruiting speakers for conference*
    - *Working through awards applications*
  - IWBL – Tara Troester
    - *Working on spring conference – April 14, 2021 at Prairie Meadows*
    - *No membership fee through 2022*

- VIII. Region III Representative Report – Greg Kepner
- *Virtual business meeting at VISION*
  - *Working on recruiting new CTE teachers PSA contest*

- IX. DE Liaison Report – Katy Blatnick-Gagne
- *Rotation through different feedback*

- X. Executive Director Report
- *See attached appendix*

**Unfinished Business:**

- XI. Program of Work
- Professional Development –
  - Iowa ACTE Conference
    - Schedule at a Glance – Greg Krawiec
    - Keynote: Katy Blatnick-Gagne
      - *Keynote will now be coming in via Zoom due to Covid restrictions.*
      - *Kate Kreamer, Keynote, will be able to be available the whole time.*
      - *Katy mentioned she will be in charge of logistics associated with the keynote.*
    - Presentations – Greg Kepner

- 29 session proposals submitted (some people submitted more than one).
- Total of 28 slots for presentations.
- Katy was asked to advise if there were any gaps in presentations that should be covered.
- Registration Numbers and Budget – Sandy Warning
  - 27 registered
  - Anticipated that registration will rise as we get back into school.
  - Went over budget at the last meeting
- Exhibitor numbers – Sandy M.
  - 12 exhibitors
  - 4 who are sponsors
- CTSO Registration – Sandy M.
  - 7 CTSOs have registered
- House of Delegates Meeting
  - Annual Division Reports to be given at House of Delegates Meeting due Sept 1 to Greg Krawiec and Sandy Miller: *AD Hoc and Standing Committee Reports - Bylaws say "All Committees shall prepare a written progress report to be presented at the annual meeting of the House of Delegates."*
  - Annual IACTE Executive Director Report –
  - House of Delegate Members – Sandy M.
    - Each division was sent out information regarding the needed delegates
      - Ag 10
      - Business 8
      - FCSE 4
      - IHEA 4
      - ITEA 4
      - WBL 3
  - Proposed budget 2021-2022
- Volunteers for Gift Bag set-up
  - Items for the delegate bags from our division, local business, etc.
  - Pens
  - Pencils
  - Note pads
  - Other?
  - Meet at FFA Enrichment center the night before to pack these at 7:30pm, will need to check with Jen at Enrichment Center to see if room is available?
- Room Hosts?
- Discussion?
- VISION, New Orleans, December 1-4
  - Attendees – Greg Krawiec, Greg Kepner, Karen V., Sandy M.

- Voting Delegates – Greg Krawiec, Greg Kepner, Karen Van De Walle, Alternates: Laura Van Waardhuizen, Sandy Miller
  - *Early bird registration has been extended to the end of the month*

XII. Ad Hoc Committees

- By-laws – Greg Krawiec
  - No formal revision comments to date
- Unification -?
  - Plan to communicate to House of Delegates; Division Reps?
    - *Already discussed with division representatives prior to this meeting*
- Region III 2022 Conference: Iowa Hosts – Greg Kepner, Sandy Miller

**New Business:**

- CTE Learn - Income from Q2 CTE Learn royalty payment received \$67.05
  - *Brought in revenue*
- CTE Day at the Capitol: Tuesday, February 8, 7:00 - 2:00. Save the date and plan to attend with students. Spread the word within divisions.
- Presidential Scholar Nominations: Will be due Sept 30. Spread the word in your divisions to look for more information to be forthcoming. Process will be the same as last year.
  - *DE website will have nominations portal*
  - *Person doing the nominating can only choose one division in which to nominate a student*
- Open floor discussion.

XIII. Next Meeting: September 21, 2021: Conference House of Delegates

XIV. Adjourn

Respectfully submitted,  
Anna Brooks  
Secretary



**Executive Director  
Report  
8.16.2021**

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Website updates:

- 2021-2022 Board of Directors Uploaded
- Added IWBL to Affiliates and moved Affiliates above Associated Organizations
- Added 2021 Award of Merit recipients
- Added 2021 Conference Planning Committee

Updated letterhead to include IWBL. Please use for future correspondence.

Attended SAI Conference August 4 with Barb Lemmer

Working with IBEA to bring greetings and host an exhibit

Sent out excel file for Divisions to use to submit membership for 2021-2022

Conference:

- Sent invitation and received confirmation that Director Ann Lebo and Dennis Harden accepted the invitation will bring remarks at the Iowa ACTE Conference.
- Asked Dennis Harden for \$2,500 sponsorship for our conference. Received an affirmative response from him. It will need to be approved by Director Lebo.