STATE LEADERSHIP TRAINING PROGRAM

NOVEMBER 30, 2022  8 AM – 4 PM
WELCOME

- Kelli Diemer, Director of Membership

- kdiemer@acteonline.org
WELCOME

LeAnn Wilson, ACTE Executive Director

lwilson@acteonline.org
8 am – 12 pm
- Welcome
- Introductions
- Annual Report
  - Mission & Vision
  - Program of Work

12 pm – 1 pm
- Lunch Break

1 pm – 4 pm
- Your Leadership Story
- States’ Leadership
- R2P2
- Start with Why
ACTE MISSION & VISION

- Provide educational leadership in developing a competitive workforce.
- Empowering educators to deliver high quality CTE programs that ensure all students are positioned for career success.

ACTE’s Mission - ACTE (acteonline.org)
KENTUCKY ACTE MISSION STATEMENT

KACTE Mission:
The Kentucky Association for Career and Technical Education (KACTE) will develop and provide leadership and advocacy to advance Career and Technical Education.
What is the purpose of a mission statement? How should the mission statement be used with your association?
PROGRAM OF WORK
## Member Value & Engagement

*CACTE’s success is reliant on the success of its divisions, committees and members. Strengthening and supporting leadership and alignment throughout the CACTE infrastructure will increase both capacity and member value.*

<table>
<thead>
<tr>
<th>Strategies</th>
<th>Key Performance Indicators</th>
<th>Tactics</th>
<th>Updates</th>
</tr>
</thead>
<tbody>
<tr>
<td>● Build CACTE’s organizational capacity through a series of supports</td>
<td>● Develop a comprehensive system for identifying and onboarding potential members</td>
<td>● Enlist Membership Committee members</td>
<td>● Outreach to districts for CACTE membership value</td>
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<tr>
<td>● Strengthen the quality and consistency of leadership delivered at the state and division level</td>
<td>● Expand participation of underrepresented populations in division and CACTE leadership opportunities</td>
<td>● Create &amp; disseminate Membership Needs Assessment</td>
<td>● Continue Member of the Month recognition</td>
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<tr>
<td>● Retain members through current members communicating and demonstrating value</td>
<td>● Increase membership</td>
<td>● Create a community</td>
<td>● Membership “tribe” – make people feel welcome</td>
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<tr>
<td>● Attract and retain CTE professionals through</td>
<td>● Maintain high levels of member retention, benefit participation and overall engagement</td>
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IOWA ACTE PROGRAM OF WORK

2021-2022 Program of Work

**Mission:** Provide educational leadership in developing a competitive workforce.

**Vision Statement:** Empowering educators to deliver high quality CTE programs that ensure all students are positioned for career success.

**Committee:** Audit Review Committee

Chairperson - IACTE Region III Representative, Greg Kepner
Members - Past President, Susan Seuferer; Sandy Warning, Treasurer

<table>
<thead>
<tr>
<th>Goal # 1 Coordinate an audit by a CPA</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coordinate an annual audit of the treasury</td>
<td>July- Aug 2021</td>
</tr>
<tr>
<td>Review the audit with the Board of Directors</td>
<td>Aug-Sept 2021</td>
</tr>
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</table>
# MICHIGAN ACTE PROGRAM OF WORK

<table>
<thead>
<tr>
<th>Focus Area</th>
<th>Goal</th>
<th>Strategy/Action</th>
<th>Resources/Person Responsible</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Member Value and Engagement</td>
<td>Increase MI ACTE Membership by 10% base on June Roster +10 (Gain a National Delegate)</td>
<td>1. Contact CEPD Directors who are not MI ACTE Members and send a personal invitation.</td>
<td>Doug and Jenny</td>
<td>September 2022 Board Meeting</td>
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<tr>
<td></td>
<td></td>
<td>2. Contact CTE Directors across State based on MDE OCTE Master List</td>
<td>Doug</td>
<td>September 2022 Board Meeting</td>
</tr>
<tr>
<td></td>
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<td>3. Presentation to various CTE Teacher Prep programs (i.e., Seminar courses)</td>
<td>Doug email</td>
<td>February 2023 Board Meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4. Target 5 CTE Professionals in our various Counties and let them know about the MDE OCTE emails and how to become a member of MI ACTE and the Benefits</td>
<td>All members</td>
<td>September 2022 Board Meeting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5. Targeted mailing to those needing to renew</td>
<td>Exec Dir. will check into a Video production and MI ACTE Board meeting</td>
<td>Update information at the September 2022 MI ACTE Board meeting</td>
</tr>
</tbody>
</table>
## Montana ACTE PROGRAM OF WORK

<table>
<thead>
<tr>
<th>TARGET DATE</th>
<th>ACTIVITY</th>
<th>PERSON(s) RESPONSIBLE</th>
<th>DONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 1</td>
<td>MPR (Membership/Public Relations) Committee Report due to Secretary</td>
<td>President Elect</td>
<td></td>
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<tr>
<td></td>
<td>Prepare and send agenda for January meeting (2 weeks prior to meeting)</td>
<td>Montana ACTE President</td>
<td></td>
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<td></td>
<td>Schedule Conference Call through OPI for Officer Conference Call – Send conference call information to participants</td>
<td>Montana ACTE President</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Montana ACTE Board Conference Call</td>
<td>Executive Board</td>
<td></td>
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<tr>
<td></td>
<td>Institute Program schedule submitted to board for review</td>
<td>Institute Coordinator, Executive Director</td>
<td></td>
</tr>
<tr>
<td>January</td>
<td><strong>Logistics:</strong> Work with property to finalize contract, learn food pricing, learn equipment pricing</td>
<td>Institute Coordinator</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Obtain site details and theme in order to prepare Exhibitor/Sponsor letter</td>
<td>Trade Show Coordinator</td>
<td></td>
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</table>
WHAT IS THE PURPOSE OF A PROGRAM OF WORK? WHAT ARE THE IMPORTANT COMPONENTS?
8 am – 12 pm
• Welcome
• Introductions
• Annual Report
  • Mission & Vision
  • Program of Work

12 pm – 1 pm
• Lunch Break

1 pm – 4 pm
• Your Leadership Story
• States’ Leadership
• R2P2
• Start with Why
Sharing Your Leadership Story

Who?

What?

Where?

Why?

How?
NEXT STEPS -

- Write down the names of 5 potential leaders in your state.
- Return to your state team or original seat.
What does your state leadership team look like? What are the strengths & challenges of the structure and the leaders needed for these positions?
TABLE DISCUSSION

- Does your organization start with a Why? What would that look like? How do you R2P2 with your state’s current or future leaders?
Putting it all together....

Mission (& Vision)

Program of Work

Leadership Structure

Leaders

Stronger State Association
THANK YOU!

KELLI DIEMER, DIRECTOR OF MEMBERSHIP