



**Board of Directors Meeting**  
**Saturday, September 14, 2013**  
**2:30 pm to 5:00 p.m.**  
**West-MEC**  
**5487 North 99<sup>th</sup> Avenue**  
**Glendale, AZ 85305**

<b>Welcome</b>	Stephen Weltsch
<b>Acceptance of Board Agenda and Quorum</b>	Stephen Weltsch
<b>Approval of Minutes from July 13, 2013 (Voting Item)</b>	Christine Nelson
<b>Treasurer's Report</b> <b>Adoption of Annual Budget (Voting Item)</b>	Amanda Shively
<b>Executive Directors Report</b> <ul style="list-style-type: none"> <li>• Quality Association Application (Due October 15<sup>th</sup>)</li> <li>• State Association National Breakfast</li> <li>• Summer Conference Debrief Meeting and First Meeting for 2013 Conference September 24<sup>th</sup> at 3:00 p.m. at Metro Tech High School</li> <li>• Thank You Letters send to all Sponsors with 501 C6 Statement</li> <li>• Telephone List for Board of Directors</li> <li>• National ACTE Conference in Las Vegas (December 4<sup>th</sup> -7th)</li> <li>• National ACTE Membership</li> <li>• Reminder: Secretary of State Filing by September 2013 for 501 C3's</li> <li>• Taxes will be filed by November 15<sup>th</sup> Deadline (They will be available at next Board of Directors Meeting)</li> <li>• CTSO Events Schedule</li> <li>• Arizona Chamber of Commerce Membership and AZSAE</li> <li>• ACTEAZ Insurance Policies</li> <li>• Arizona SCITECH Festival Information</li> <li>• Review of By-Laws</li> <li>• Job Blasts</li> </ul>	Pam Ferguson Shelly York
<b>Representatives for Delegate Assembly in Las Vegas (Voting Item)</b> Stephen Weltsch,, Christine Nelson, John Mulcahy Alternate: Senior or Sophomore Fellow	Stephen Weltsch
<b>ADE Report</b>	Dan Brown

<p><b>ACTEAZ Premier Professional Development Series Summer Conference Report</b></p> <ul style="list-style-type: none"> <li>• Classes Thus Far</li> <li>• Teachers Trained</li> <li>• Upcoming Classes</li> <li>• Follow Up E-Mails Procedure</li> </ul>	Mary Anne Berens
<p><b>News, Technology and Information on Website</b></p>	Shelly York Tony York
<p><b>ACTEAZ Membership News</b></p>	Shelly York
<p><b>Video Contest</b></p>	Tony York Stephen Wettsch
<p><b>Summer Conference Awards Nominations</b></p>	Lisa Doll
<p><b>Summer Conference Report</b></p> <ul style="list-style-type: none"> <li>• Numbers</li> <li>• Sessions</li> <li>• Financials</li> <li>• Call for Presentations for 2014</li> <li>• We will ask Teacher Category Winners from last year if they would like to present</li> <li>• We will ask other Award Winners also if they would like to apply to present</li> <li>• Computer Labs</li> <li>• Survey Results</li> <li>• Future Summer Conference Hotel Contracts</li> </ul>	Pam Ferguson Shelly York Stephen Wettsch
<p><b>ACTEAZ Registered with Arizona Secretary of State as Lobbyists (Voting Item)</b>  Designated Lobbyist Tina Norton  AL Steve Wettsch  AL John Mulcahy  AL Greg Donovan  AL Christine Nelson  AL Amanda Shively  AL Doris Wojtulewicz  AL Lisa Doll  Paperwork will be notarized and sent to the AZ Secretary of State with above info</p> <p><b>Discussion of Advocacy Agenda</b></p> <p><b>Increase Home E-Mails and Phone Numbers for Advocacy</b></p> <ul style="list-style-type: none"> <li>• Reason for Home E-Mails</li> <li>• Request Affiliates also have Home E-Mails for Advocacy</li> </ul>	Stephen Wettsch Tina Norton
<p><b>ACTEAZ Contracts (Voting Item)</b>  <i>Contracts are signed by President or Executive Committee Designee  These are contracts that need to be signed during the year.</i></p> <ul style="list-style-type: none"> <li>• Midwinter Conference</li> <li>• Association Consultant Contracts</li> </ul>	Stephen Wettsch

<ul style="list-style-type: none"> <li>• Association Election Contract</li> <li>• Summer Conference Contracts</li> <li>• Technology and Computer Contracts</li> <li>• Computer Lab Contracts at Summer Conference</li> <li>• Regonline</li> <li>• Miscellaneous Contracts for Summer Conference</li> <li>• Service Contracts</li> <li>• Rent Contracts</li> <li>• Professional Development Contracts for Hotels and Services</li> <li>• Others that come up for Association</li> </ul>	
<p><b>Retention Policy for Association</b>  This year we will be shredding 2005-2006  Officer will sign off on what is shredded</p>	Pam Ferguson
<p><b>Conflict of Interest Policy and Notification (Consensus)</b></p>	Pam Ferguson
<p><b>ACTEAZ Board Goal Recommendations for 2013-2014 (Voting Item)</b>  <b>Strategic Plan Program of Work</b></p> <ul style="list-style-type: none"> <li>• To support CTE teachers for the purpose of instructional excellence and student achievement through the Premier Professional Development Series</li> <li>• To intentionally grow educational leaders through Affiliate support and the Fellows program</li> <li>• To build systemic support for CTE through focused statewide advocacy and outreach</li> </ul>	Stephen Weltsch
<p><b>Reports by Affiliates and Special Group Representatives</b>  (Please make sure you have filled out form for Secretary to include in minutes)</p> <ul style="list-style-type: none"> <li>• AATA (Reta Yanik)</li> <li>• ABEA (Anne Wisener)</li> <li>• ACOVA (Thom Dickerson)</li> <li>• AME (Jayme Fitzpatrick)</li> <li>• ATIEA (Ross Rector)</li> <li>• AZHCEA (Jeff Wooley)</li> <li>• Business / Community Partnerships (Mike McAfee)</li> <li>• Community College (Mike Crockett)</li> <li>• FACS Ed (Rachel Mann)</li> <li>• Fellowship Program (Christine Nelson)</li> <li>• Financial Review (Dean Petersen)</li> <li>• Joint Technical Districts (Greg Donovan)</li> <li>• University Representative (Nicole Hampton)</li> <li>• Workforce Development (Randy Kimmens)</li> <li>• ACTE Region V Report (Charles Gallagher)</li> </ul>	Affiliate or Special Group Representative
<p><b>Good of the Order</b></p>	Stephen Weltsch

<p><b>To Do List for Next Meeting</b></p> <ul style="list-style-type: none"> <li>• Three exhibitors for Your Affiliates that we can ask to be part of the ACTEAZ Trade Show at Summer Conference</li> </ul>	Stephen Weltsch
<p><b>Next ACTEAZ Board of Directors Meetings</b></p> <p><b>November 18th, 2013</b>  <b>4:00 – 6:00 pm</b>  <b>West-MEC</b>  <b>5487 N. 99th Ave</b>  <b>Glendale, AZ 85305</b></p> <p><b>Mid-Winter</b>  <b>February 7, 2014</b>  <b>1:00 – 3:00 pm</b>  <b>Prescott Resort and Conference Center</b>  <b>1500 Highway 69</b>  <b>Prescott, AZ 86301</b></p> <p><b>April 7th, 2014</b>  <b>4:00 – 6:00 pm</b>  <b>West-MEC</b>  <b>5487 N. 99th Ave</b>  <b>Glendale, AZ 85305</b></p> <p><b>June 9, 2014</b>  <b>4:00 – 6:00 pm</b>  <b>West-MEC</b>  <b>5487 N. 99th Ave</b>  <b>Glendale, AZ 85305</b></p> <p><b>Summer Conference</b>  <b>July 12, 2014</b>  <b>3:30 – 5:30 pm</b>  <b>Westin La Paloma</b>  <b>3800 East Sunrise Drive</b>  <b>Tucson, AZ 85718</b></p>	Stephen Weltsch
<p><b>Adjournment</b></p>	Stephen Weltsch

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