



Board of Directors Meeting Minutes

Monday, November 3, 2014

4:00 pm to 6:00 pm

West-MEC

5487 North 99th Avenue

Glendale, AZ 85305

Board Members Present: *John Mulcahy, President; Lisa Doll, President-Elect; Stephen Weltsch, Past President; Julie Stockwell, Vice President; Christine Nelson, Secretary; Dennis Esparza, Treasurer; Doris Wojtulewicz, Past President Liaison; Reta Yanik, Meg Giancesello, Rhonda Sykes, Mike McAfee, Mike Crockett, Elena Sobampo, Jan Brite, Bill Symonds*

Phone in's: *Nicole Hampton, Maria Abrams, Tina Norton, Chuck Gallagher, and Jeramy Plumb.*

Fellows Present: *Jessica Edwards, Amanda Nolasco, Melissa Drake, Maryellen Coburn, and Oscar Olivas, Sharon Metzger (Phone In)*

Consultants Present: *Pam Ferguson, Executive Director; Shelly York, Assistant Executive Director; Mary Anne Berens, and Tony York.*

Welcome by President John Mulcahy

Acceptance of Board Agenda and Quorum

John Mulcahy confirmed quorum, acceptance of board agenda and called the meeting to order at 4:09PM

Study Session: "Competency Based Pathway"

Presentation by Richard Condit and there was an opportunity for Board Discussion.

Approval of Minutes from September 13, 2014 Voting Item

Motion was made by Lisa Doll to approve the September 13th minutes, Dennis Esparza seconded and motion was approved.

Treasurer's Report Update Voting Item

Professional Development Grant Discussion

Discussion on money set aside to cover money encumbered for hotels for conferences and other deposits

Negative balance, as we are still accepting money from SC, each quarter you will see an increase in money.

Premier series has been awarded a grant this was one of the changes included in the budget.

P and L Reminders; conference registration doesn't pay for conference, and estimating food is very difficult, if everyone ate and we had those expenses, we would lose money.

Motion was made by Nicole Hampton to approve the Treasurer's Report, Oscar Olivas seconded and motion was approved.

Consent Agenda (Voting Item) These are items to vote on as well as notification to the Board on events.

- Approval of Minutes from September 13, 2014 Board Meeting.
- Taxes will be filed by November 15th Deadline (They are in Board Electronic Binder).
- Retention Policy for Association. This year we will be shredding 2007-2008; Officer will sign off on what is shredded.
- Representatives for Delegate Assembly in Nashville: John Mulcahy, Lisa Doll, Dennis Esparza. Alternate: Ross Rector
- Leadership Workshop at National ACTE –Lisa Doll and Dennis Esparza will be attending for Arizona.
- National ACTE Conference in Nashville (November 19th -22nd). At the present, 93 plus attendees from Arizona.
- ACTE National Policy Seminar (March 2nd -4th, 2015). Please review NPS Flyers for arrival and departure dates.
- National ACTE Membership- Please make sure you are National Members.
- ACT and ASBA Presentations at their Professional Conferences by John Mulcahy.

John Mulcahy recommended pulling Taxes from the Consent Agenda for more discussion. Motion was made by Dennis Esparza to approve the Consent Agenda without Taxes, Rhonda Sykes seconded and motion was approved.

Taxes were discussed and board voted that that they are signed and ready to submit the 990 Form for nonprofits. Motion was made by Elena Sobampo and Mike McAfee seconded and motion was approved.

Executive Directors Report

- National ACTE Awards Finals:
 - Clyde McBride (ACTE Teacher of the Year from Region V)
 - Amanda Shively (ACTE Administrator of the Year from Region V)
- National ACTE President-Elect Candidate from Arizona is Charles Gallagher-VOTE
- State Association Representatives at State Leadership Breakfast: John Mulcahy, Lisa Doll, Dennis Esparza, Shelly York, Pam Ferguson, Mary Anne Berens, Jeanne Roberts, Greg Donovan, Amanda Shively, Charles Gallagher
- Arizona SCITECH Festival Information (Deadline for Program is November 21st.)
- Exhibitors at Mid-Winter for ACTEAZ Scholarship Fund
- **ACTEAZ Attendance at the Following Meetings:**
 - Arizona Manufacturing Partnership Meetings
 - HOOP Group Meetings (This was under Supt Huppenthal so we will probably have a new name)
 - Quality Commission Meetings
 - Stakeholders Meetings
 - AZSAE Meetings (When Applicable)
 - MPI (Meeting Planners International) (When Applicable)
 - Summer Conference and Hotel Meetings
 - ACT Board Meetings (American College Testing)
 - NEDA (National Executive Directors Association) National Conferences
 - Others as Requested or needed

ACTEAZ has once again achieved the Quality Association Award and will be recognized at VISION

ACTEAZ Awards Updates

Julie Stockwell reviewed the AZ Awards Revisions with the Board that are now eligible for National ACTE Awards.

- Awards Due Date: February 16, 2015
- Awards Revisions to align with National ACTE – *Julie met with Lisa, Pam, and Shelly and we will be aligning our awards with Nationals. Waiting for programmer to get the award nominations on-line so it will be paperless this year. Awards open in November.*

ACTEAZ Scholarships

• Scholarship Due Date: February 16, 2015 – Committee working on *Getting a new rubric to review but still working on it so will be making the application the same.. If going to propose changes they will be presented in January/February. Would like to get it to the programmers so the application process is paperless like awards. Meg showed concern changing the rubric mid-way thru the scholarship decision, so moving ahead with the current rubric.*

ADE Report

- Hoop Group Meeting Report – *Great meeting with John Huppenthal, Jeanne Roberts and Bob Gold are working together closely at ADE. Curt Bertlesen gave report on the Curriculum Consortium. Mike McAfee reported on the National Certification for Automotive services. There are currently 25 schools signed up and they can take their certification to any state.*
- Update from ADE – *Jan Brite reported that Jeanne Roberts is in her 5th week in her new position. Directors National Conference will be held in Louisville. MEA, FBLA and HOSA are doing a joint conference at the U.S. Airways. Precision/Robotics Industry can help schools with money and information Dante. They completed a Labor Market Data. Accounting and several other classes were approved by the state board to offer math credit for a 4th year of math*

ACTEAZ Premier Professional Development Series Update – *The Premier Series has been very successful in the classes they have put together; so much positive feedback on the program and the presenters. Working on a grant to include teaching SEI, except the AZ Constitution, and working with a SEI specialist to help develop the class. Lisa and Mary Anne are working on work based classes in Mesa for co-op certificates.*

Summer Conference Update

- Call for Presentations – *Send out for presentations.*
- Meeting with Steering Committee December 8th from 3:00 – 5:00. *Meeting will be held at Metro Tech.*
- *Meeting at ADE with Program Supervisors on Questions for Session Input Process the first of January.*
- *Meeting for Affiliates on Questions for Session Input Process also. Please contact Shelly.*

Summer Conference Contracts 2017, 2018, 2019 **Voting item**

- Mid-Winter Contract for 2016 at the Prescott Resort needs to be signed as we do this time of year.
- *ADE and ACTEAZ worked on locating a place in Phoenix for the Summer Conference, specifically the Phoenix Convention Center. After looking at the pros and cons the decision was to keep the summer conference down in Tucson as nothing is being taken away from us in the upcoming contracts and the hotels are keeping their room rates the same for the future contracts of \$95. Motion was made by Mike Crockett to approve the Mid-Winter conference and Summer Conference contracts, Dennis seconded and the motion was approved.*
- *Executive Team will finalize the contracts and President will sign for 2017, 2018 and 2019 and also Mid-Winter 2016.*

ACTEAZ Advocacy Report

- Change for Alternative Lobbyists filed with Secretary of State. Change is noted on Secretary of State Website also.
- Affiliates please share who your lobbyist rep is for this year at board meeting with Tina Norton.
- *Contact trees for advocacy within association and within affiliates. Online feature will be done and sent out to members to sign up with their personal contact information.*

Advocate for Advocacy Agenda as defined by ACTEAZ Board

- Fine Arts and or CTE Issue
- 100 % funding for largest JTED's
- Freshman Funding
- CTE Certification Changes
- Finding Way to Fund Career Awareness and Exploration
- Supporting the Ability of Community Colleges to return to 2008 Funding Levels
- Career Pathways
- Others as Discussed

Tina discussed we are in a budget deficit so we will probably be asked to cut, but she made it clear we need to protect what we have now

ACTEAZ Board 2014-15 Strategic Plan Update

- To support teachers for the purpose of instructional excellence and student achievement
- To intentionally grow educational leaders through Affiliate Support, the Fellows Program and the Arizona Leadership Continuum
- To build support for CTE through focused statewide advocacy and outreach

Board continues to work on these goals.

Committee Work, Critical Work Activities Brief Updates on Accomplishments Thus Far Date to Achieve Goal is May 1, 2015

- Increased Student Scholarships and Review (Nicole) – *Everyone is requested to donate one item for fundraiser.*
- Advocacy Agenda (John) – *Sending out an e-blast to fill out our personal information and then will receive information on advocacy.*
- Marketing Ideas including Summer Conference for 40th Anniversary, CTE Month, Memberships (Tony and Shelly) – *Video contest is currently out and schools are working on. After the Summer Conference meeting the theme will be decided and worked on.*
- To intentionally grow educational leaders through Affiliate Support and the Fellows Program (Christine/Julie / Lisa) – *Send flier out to teachers 'Do you have an affiliate?'*
- Increase Sponsorships, Exhibitors and other Resources (Dennis / Doris) – *Will be talking with past Summer Conference vendors and asking them for suggestions that we (ACTEAZ) can/need to do to improve their experience.*
- Engaging Post-Secondary Partners (Stephen / Mike C / Randy) – *They will provide item for raffle and half of a scholarship. Will invite Community College faculty to associate with CTE and create an organization on campuses, like an umbrella.*

Reports by Affiliates and Special Group Representatives

(Please make sure you have filled out form for Secretary to include in minutes)

- **AATA** (Reta Yanik) *Chandler won second in state*
- **ABEA** (Elena Sobampo) - *Enriching a library of best practice resources for business teachers and members. A more active presence for professional development opportunities for members. Reaching out to post secondary institutions to increase membership from new, prospect and existing business teachers.*
- **ACOVA** (Meg Giancesello) - *Planning and preparing for ACOVA Fall Conference - November 5 & 6 at Prescott Resort New session - Critical Issues will be a working session with select CTE Directors and ADE representatives in order to get definitive progress made. Auction will be a silent auction - focusing on student made items to auction off - monies generated will go to Student Scholarships that we share with ACTEAZ*
- **AME** (Maria Abrams) No report
- **ATIEA** (Ross Rector) *ATIEA is doing a statewide Goodwill Tour*
- **AZHCEA** (Rhonda Sykes) – Working on many things for Summer Conference.
- **Business / Community Partnerships** (Mike McAfee) *They are doing crosswalks between industry and schools*
- **Community College Occupational Administrators** (Mike Crockett) *Many things going on and they will have many things at Summer Conference.*
- **FACS Ed** (Marisa Arndt)
- **Fellowship Program** (Christine Nelson-Julie Stockwell)
- **Financial Review** (Dean Petersen) No report
- **Guidance & Counseling ASCA** (Marilynn Babyar / Kay Schrieiber) - *Marilynn Babyar and Kay Schreiber meet with Mindy Willard, Arizona School Counselors Association President a couple weeks ago. We requested that there would be a CTE update for all their executive board meetings and we will now have a CTE Reprehensive on AzSCA Board. More info will follow. Marilynn will be present a short WM/JTED overview at the February 10, 2015 Western Arizona Symposium for Counselors at UTI.*
There have been two meetings and conversations with William Symonds, Global Pathways Institute and Guidance Counseling and the importance of CTE. Bill submitted a workshop session for the 2015 ASCA (American School Counselors Assoc) Conference here in Phoenix. Additionally, he will attend and present a session at the 2015 March Arizona School Counselors Conference. On Oct 30, ADE, CTE, and AZ Manufacturing Industry Business Leaders had a joint planning meeting to discuss key objectives for continued collaborative work. A new emphasis was discussed. How can school counselors have current and important information about Arizona business and industry so that they can better advise students toward jobs in Arizona and the needed high school and postsecondary course work? Action steps were discussed for better understanding of each other's work and strategies for working together in the future.
- **Joint Technical Districts** (Jeremy Plumb) *We will be meeting at Mid-Winter*
- **University Representative** (Nicole Hampton)
- **Workforce Development** (Randy Kimmens) *Not present*
- **ACTE Region V Report** (Chuck Gallagher) – *Region V 2015 Conference will be held in Kansas City and in 2016 will be held in San Diego.*

Good of the Order

Adjournment – *Board meeting ended at 6:00pm*
Motion made by Julie Stockwell and seconded by Lisa Doll.

Next ACTEAZ Board of Directors Meetings

Mid-Winter Board Meeting February 6, 2015

1:00 – 3:00 pm

Prescott Resort and Conference Center

1500 Highway 69

Prescott, AZ 86301

Minutes Approved:

February 6th, 2015

Respectfully Submitted by:

Christine Nelson, Secretary