



Board of Directors Annual Meeting Minutes

July 15, 2016, 5:00 p.m. – 6:30 p.m.

Westin La Paloma Resort - Sonoran II

3800 East Sunrise Drive

Tucson, Arizona 85718

No Call in # for this Meeting at Hotel

Present:

Officers:

Lisa Doll, Julie Stockwell, Cathie Raymond, Dennis Esparza, John Mulcahy, Stephen Weltsch

Board of Directors: *Jeanne Roberts, Julie Ellis, Sharon Metzger, Jan Fellow, Nicole Hampton, Mike McAfee, Rachel Mann, Jennifer Ray, Janice Lawhorn, Jeremy Plumb, Randy Kimmens, Christine Nelson, Bill Symonds*

Fellows: *Jessica Reinsch, Mike Neu, Michelle Bohon, Rahsaan Bartlett, Thomas Bogart, Oscar Olivas, Charles Haussman, Joe Offi, Melissa Drake, Tracy Robinson, Tim Mayfield.*

Guests: *Cheryl Nickelson, Rebecca McGowan, Doug Meyer, Dodie Bemis, Charles Gallagher, Bruce Gillaspie*

Consultants: *Pam Ferguson, Shelly York, Mary Anne Berens*

Welcome All

Lisa Doll

Lisa welcomed everyone to our ACTEAZ Annual Meeting.

Self -Introductions of Attendees

Everyone introduced themselves and confirmed they were signed in.

After the introductions Lisa presented a thank you to Pam Ferguson, Shelly York and Mary Anne Berens for their service this year. She stated that she would also be presenting a thank you to Tony York and Cristina Callahan who were up working registration. She thanked them on behalf of the Board.

Call to Order, Establish Agenda and Verify Quorum

Lisa Doll

Meeting called to order at the Westin La Paloma at 5:03 pm.

These are items to vote on as well as notification to the Board on events.

Action Item:

- *Approval of Minutes from June 6, 2016 Board Meeting.*

Informational Items:

- *National ACTE Membership – Please make sure you are a National Member.*
- *National Vision Conference in Las Vegas November 30 – December 3, 2016. Early Bird Registration ends July 15, 2016.*
- *Sign up for ACTEAZ Advocacy List.*

Motion was made by Nicole Hampton and seconded by Dennis Esparza. Motion carried.

Treasurer's and Financial Review

Dennis Esparza

- *Budget Review will be done at Fall Retreat after Summer Conference Financials are completed.*
- *I AM CTE T-Shirts Lisa Doll*
- *Bills and registrations are currently coming in and being processed. Formal report will be given at the Fall Board of Directors Meeting.*
- *To carry out the **I AM CTE Theme**, Shirts were ordered in pink and royal blue. They are \$10 and will go towards Scholarships and Member Services. They will be available at each conference hotel.*

Summer Conference Update

Pam and Shelly

- *Thanks to Jean and the ADE Staff for being Co-Sponsor of Conference.*
- *Keynote Fredi Lajvardi – "Improbable too Unstoppable."*
- *Set up in rounds for Keynote and Reception (Need Help as Greeters.) Thomas Bogart, Jennifer Ray and Charles Gallagher will assist.*
- *Sponsors Honored at Networking Reception.*
- *Conference Program.*
- *Mobile App (sponsored by Sundt).*
- *Summer Conference Website –www.acteaz.org.*
- *Session Numbers 250 plus.*
- *Thanks to Affiliates Serving on Summer Conference Committee.*
- *Summer Conference Registration Numbers (1000 plus.)*
- *Conference Bag Corporate Logos and Sponsorships.*
- *Exhibitors Numbers for Conference- Exhibitors Check-in 12pm – 4pm at Both Hotels.*
- *Hotels: Loews and Westin. Overflows: Embassy Suites and Westward Look.*
- *Loews Information Office Volunteers.*

Copy of the report is in Online Binder for Board Review and also on the ACTEAZ Website.

Lisa highlighted Advocacy and JTED Funds restoration and I AM CTE Initiative.

ACTEAZ Advocacy Report**Lisa Doll, John Mulcahy**

- *Thanks to Tina Norton for being our ACTEAZ Lobbyist.*
- *Review of the Legislative Session and SB1525.*
- *Contact trees for advocacy within association and within affiliates*
- *I AM CTE Committee.*
- *CTE Certification Changes.*
- *Honoring Senator Don Shooter at Awards Breakfast.*
- *Thanks to Senator Yee for her bill and all her efforts.*
- *Bill Symonds reported on the State Plan.*
- *Joel Todd and Matt Weber are also working on many of the JTED issues.*

Formation of a task force to review the requirements of the JTED Bill. More information to be shared as it becomes available. Updates by John Mulcahy, Lisa Doll and Jeramy Plumb.

Thanks to Last Year's Officers**Lisa Doll**

- *Julie Stockwell-President Elect*
- *John Mulcahy-Past-President*
- *Cathie Raymond-Vice-President*
- *Dennis Esparza-Treasurer*
- *Amanda Nolasco-Secretary*

Lisa specially thanked the officers who served with her this year and contributed so much to the association.

Comments by Lisa and Passing of the Gavel to Julie **Lisa Doll, Julie Stockwell**

- *Lisa Doll as out-going President thanked the Board of Directors and also the ACTEAZ Fellows for all their contributions to our association. She then passed the gavel on to our new President, Julie Stockwell.*
- *Julie Stockwell who is incoming President thanked Lisa Doll for her service this year as President including the Advocacy Goals we needed to achieve regarding the JTED Funds.*
- *Lisa was also a major part of the I AM CTE Movement that has taken over our state of Arizona and has also been used in other states. This was also the theme of our ACTE Summer Conference.*
- *Lisa received a card of thanks from the Board and a present for all her work above and beyond that she contributed to the growth of our ACTEAZ State Association. The Board of Directors also gave her a resounding round of applause.*
- *Lisa will continue next year as Past-President.*

- Julie Stockwell-President
- Lisa Doll- Past President
- President-Elect-Cathie Raymond
- Treasurer-Dennis Esparza
- Amanda Nolasco-Secretary
- Past-President Advisor John Mulcahy

Action Item:

- Vice-President Appointment Due to VP Winning President-Elect

The recommendation was made to appoint Stephen Weltsch to fill out the term of Cathie Raymond as Vice-President. Cathie is now our new President-Elect. Cathie Raymond made the motion and John Mulcahy seconded. Motion carried to have Stephen Weltsch fill the vice-presidency this year until the new election is held this spring.

Executive Director

Pam Ferguson

- Pam Ferguson and Shelly York shared the following information.
- National ACTE Conference in Las Vegas (November 30-December 2).
Be sure to get registered and to also get your hotel room.
- Information on becoming a National ACTE Member in Conference Packet.
- Region V Updates: Award Committee Rep from Arizona
- We will give an ACTEAZ Fellow an opportunity to fill this position.
- Mini-Gran application is due for State Associations in Region V
- Pam will submit for the grant for Arizona.
- Live Binder Information for Board Meetings.
- Notification of ACTEAZ Board Meeting Dates 2016-2017.
- This information is forthcoming.
- Proposed Alternate Schedule Discussion.
- This was discussed and the Board likes the idea of having Board Meetings in different locations. We are working on hosting two in the East Valley this year. Pam asked for suggestions.
- Fall Retreat Announcement- September 10, 2016 West-MEC.
- More information forthcoming but it will begin at 7:30 am and end around 4:00 pm.

- *CTE Director's Meeting*
- *Quality Commission and Stakeholders Meetings*
- *Updates at ADE*
- *New Procedures Update if any*
- *ADE & SB1525 Procedures*

Additional updates by Jeanne Roberts from ADE are:

- *ACTE Board Meeting-July Update*
 - *CTE Administrators meeting on Sunday at 10 am at the Westin where introduction of staff, department updates and ADE partners will give reports.*
 - *Quality Commission and Joint Stakeholders Meeting will be on Sunday. The focus is on "Telling the Story and Maintaining the Momentum".*
 - *JTED Implementations and CTSO are major components of ADE activities at the present.*
 - *POS/Innovative Grants-different this year. Less funds allocated because moving the Standards and Assessment team in-house as ADE/CTE employees.*
 - *POS Consortia Grants-still same amounts this year with same fiscal agents except for Yavapai College is new.*
 - *Innovative: Support for AZ Curriculum Consortium, Premier Series, Industry Certifications, career ready project.*
 - *Need some additional fiscal agents or current ones to take on additional projects (i.e. super Saturdays/teacher institutes, career ready project, etc.)*
 - *Invited to Session Monday at 3:30 pm at Summer Conference.*
- *ADE/JTED Implementation*
 - *Much has been accomplished since last meeting in June*
 - *10 Working groups met to review 22 different CTE programs to determine eligibility*
 - *Groups made up of teachers, business and industry, CTE Administrators, JTED reps, CTE program specialist, Program Director and myself. Lisa participated in several. Also, Jeremy and Tina (at all).*
- *At CTE meeting tomorrow, Draft list will be disseminated. Program list:*
 - *54 programs meet the JTED requirements and have an identified industry certification that must be offered to be JTED eligible.*
 - *3 are JTED eligible program based on completion of the program qualifies the student for employment (15-391(5)(I)).*
 - *4 programs are considered potentially JTED eligible. There is no identified certification at this point that is verified and qualifies for employment. Work must focus on documenting how completion of the program qualifies the student for employment.*
 - *5 programs are determined not eligible for JTED funding.*
 - *7 not yet reviewed. In most cases there are 0-2 programs in the state and these will be reviewed as soon as possible.*
 - *One name change: Journalism to Digital Communications.*
 - *Industry Certification List-Draft disseminated.*

- Also created a form for JTED or CTE Administrator to submit other industry certifications for consideration.
- List will most likely remain a draft to accommodate local or industry sector needs.
- Quarterly Report-submitted first quarterly report to JLBC to describe the progress to date and any programs deemed not eligible for JTED funding.
- Will need to do quarterly through 12/18.
- *Legislative requests: Staffers are asking ADE/CTE what we are doing so did another report specifically for Matt Simon to show all the work.*
 - *Part of the message is that this is not a simple, easy process.*
 - *Takes time to evaluate all the requirements for programs.*
 - *It's an ongoing process and then we need to move to the district/site level also.*
 - *Asking everyone to document the work they do to ensure they are meeting all the requirements to be JTED eligible.*
- *Lots of work to do this fall (August).*
 - *Continue the review of other programs.*
 - *Get everything posted to the ADE/CTE website.*
 - *Schedule program reviews for coming year-new demands and ways that we approach it.*
- *Thanks for all you do to support the work we do!*

ACTEAZ Premier Series Report

Mary Anne Berens

- *Summer Conference Premier Series Offerings and Numbers
Six classes and 198 registrants.*
- *Premier Program Series Grant Continuation is in the process for continuation.*

Leadership Continuum Update

John Mulcahy, Lisa Doll, Mary Anne Berens

- *Finding the Best Resources for Your Job Session at Summer Conference
Many great things are happening with the Leadership Continuum.*
 - *The leadership continuum has been working hard on the development of a campaign to grow leaders within CTE and is excited to share the campaign at summer conference.*
 - *Around the conference there are several posters that say "Share You" which we hope will lead attendees to go to the website listed below which is Azcteleads.org/Shareyou.*
 - *Once they get to this site there is a short inspirational video that we hope will encourage them to either become a mentor or seek out a mentor at the conference.*
 - *Once identified, the pair will come to a Fellow's booth at either hotel and snap a picture, post it on social media and provide their contact information on a sign-up sheet.*

- On the website there is a list of suggestions for the mentor and me tee for each quarter of the school year along with social media posting ideas so we can see who is engaging in the process.
- If someone cannot identify a mentor or mentor and would like to participate we will work to set them up.
- We encourage everyone to become involved with the campaign and check out the video.
- Also, we will be presenting on Tuesday from 8-9:30 at the Westin and will be debuting updates to the website as well as the new counselor series.

ACTEAZ Fellows Program Update Christine Nelson, Mike Neu, Amanda Nolasco, Jessica Reinsch, Tony York

- *Fellows Class of 2016-2017 has eleven new Fellows in their class.*
- *Fellows Booth at Conference and Fellows will be working it.*
- *Fellows Leadership Session - July 17th-10:00 am-11:30 am Salon F.*
- *First Timers Session Sponsored by Fellows July 17th-1:30-3:00 pm Salon F.*
- *Voter Registration also available at each hotel.*
- *Updates on Activities*
 - *New Fellows Brochure is now printed and looks awesome. They are available for schools that would like to know more about Fellows Program. Thanks to the Fellows Team and Tony York for the professional brochure.*
 - *Christine Nelson is the Director of the ACTEAZ Fellows Program and Mike Neu, Jessica Reinsch and Sharon Metzger are each leading one year of the Fellow's Class.*
 - *The team effort is working out in a stellar capacity.*

Reports by Affiliates and Special Group Representatives

Julie Stockwell

*Please make sure you have filled out form for Secretary to include in the minutes.
Please fill out electronic form to send to Amanda Nolasco for Minutes.*

Does anyone have an Awe moment for the conference they would like to share!!!!

- *AATA (Reta Yanik)
Sharon Metzger reported that AATA has had a 30% increase in members.*
- *ABEA (Julie Ellis/Jennifer Ray)*
- *ACOVA (Jennifer Ray)
Camp M and M was very successful.*
- *AME (Heather Hunt/Joe Parone)*
- *ATIEA (Oscar Olivas)
A lot of sessions at conference, a lot of partners, NCCER sponsored reception.*
- *AZHCEA (Jeff Wooley/Rhonda Sykes/Tiffany Brown)*
- *Business / Community Partnerships (Mike McAfee)
78 Interns this year, Arizona is 2nd nationally in their programs, new instructional guide coming out.*
- *Community College Occupational Administrators (Mike Crockett)*

Janice Lawhorn stated that the community colleges and JTEDS have been working together to meet the mandates of the new law.

- *FACS Ed (Rachael Mann/Tracie Carmel) We will have a new representative for FACS Ed this year.*
- *Fellowship Program (Christine Nelson, Amanda Nolasco, Mike Neu, Jessica Reinsch) Several great sessions done by Fellows: First Timer Session and also Fellows Leadership Session.*
- *Financial Review (Dean Petersen)*
- *Guidance & Counseling (Jan Fellow)*
Great sessions at the conference for counselors. Thanked Kay Schreiber for her efforts.
- *Joint Technical Districts (Jeremy Plumb)*
Look for more information coming out. More information in earlier minutes.
- *University Representative (Nicole Hampton)*
Nicole is Scholarship Chair and she will be working with a new group for rubrics.
- *Workforce Development (Randy Kimmens)*
Daniel Barajas now in his department at MCCCCD.

Reception for ACTEAZ Board of Directors and Fellows

Lisa Doll

Past-President Reception Hosted by Lisa Doll Saturday, July 16, 2016

San Xavier Presidential, Suite 833 from 6:30 pm to 7:30 pm

Board Members enjoyed the networking opportunity to celebrate a great year in the association.

Good of the Order

Julie Stockwell

- *Thanks to Doug Meyer, Past-ACTE President and Dodie Bemis for attending our conference and also for doing sessions.*
- *Doug Meyer shared info that ACTE Region V has the most members of all regions.*
- *Dodie Bemis also thanked Arizona for their contributions.*
- *Special thanks to Chuck Gallagher for building the "BIG" Chair for people to sit in and take pictures. All the money goes to Scholarships. Thanks Chuck and also Bruce Gillaspie for working at the scholarship area at each hotel.*

Next ACTEAZ Board Meeting

Fall Retreat –September 10th, 2016

West-MEC

7:30 am to 4:00 pm

Respectfully Submitted:

Lisa Doll

ACTEAZ Past President

Approved:

September 10, 2016