



Association for Career Technical Education of Arizona ~ Helping Teachers Create Students' Futures

Meeting Agenda
Board of Directors Meeting
Saturday, September 14, 2019
2:30 pm – 4:30 pm

West-MEC • 5487 N 99th Avenue • Glendale, AZ 85305

Please join my meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/200207077>

You can also dial in using your phone.
United States: +1 (571) 317-3122

Access Code: 200-207-077

Welcome

Lisa Doll

Quorum Verification and Review of Agenda

Lisa Doll

Consent Agenda

Lisa Doll, Pam Ferguson

Action Items:

- Approval of July 13th, 2019 Minutes
- Approval of ACTEAZ Representatives at National Conference Delegate Assembly:
(December 5, 2019 from 10 am to 11:30)
Lisa Doll, Randy Kimmens, Rahsaan Bartet and Alternate, Pam Ferguson
- State Quality Association Awards Breakfast (Saturday December 7th at 8 am)
Pam Ferguson, Shelly York, Lisa Doll, Rahsaan Bartet, Cathie Raymond and Randy Kimmens.
- Shredding of 2012 –2013 documents according to Retention Policy, Officer will sign-off on documents before shredding
- Thank-you letters sent to all Sponsors with 501C6 statement

Action Items:

- Financial Update
- Adoption of Annual Budget
 - Explanation and Discussion
 - Signers on Banking Accounts (Stephen Weltsch, James Hawk, Shelly York)

Additional Items:

- Student Scholarship Checks mailed to colleges
- Updated Officer form done online by Stephen for Corporation Commission, so Bank had latest info to complete change of signers' form.

ACTEAZ and Affiliates Signature Form for Board of Directors**Pam Ferguson**

Pam will review with Affiliates to continue to file with the IRS and to keep Corporation Commission Reports up to date.

ACTEAZ Premier Series**Debra Zurcher and Shelly York**

Action Item:

- Continuance of ADE Grant for Premier Series. Grant is in the process of being renewed. Permission to accept Grant when finalized. Amount to be shared at next Board meeting.

Update on Premier Series:

- Classes Report
- Teachers Trained
- Upcoming Classes
- Future Goals
- Training of New Premier Series Teachers
- E-Mail for ACTEAZ Premier Series. PremierSeries@acteaz.org

Discussion Items:

- Taxes will be filed by November 15, 2019 deadline
- National ACTE Conference in Anaheim, California
 - December 4 – December 7, 2019 **Note:** Advance registration rate valid through October 25, 2019
 - National ACTE Leadership session in San Antonio. Please sign up for this session.
- National Quality Association Award Application due October 15, 2019.
- ACTEAZ Insurance Policies – Travelers Liability and Officer Insurance has been renewed and was paid in July 2019
- ACTEAZ/ACOVA Mid-Winter Conference, February 6-7, 2020
- National Policy Seminar Crystal Gateway Marriott, March 29 thru April 1, 2019
- Region V
 - National and Regional Fellows Opportunities
 - ACTEAZ members on Region V Committees
 - Rachael Mann – ACTE Region V Policy Committee
 - Shelly York – Audit Committee
 - Lori Luzier – Awards Committee
 - Susan Leon – Nominating Committee
 - Region V Leadership Conference in Lake Tahoe, Nevada, April 22-25, 2020
 - Arizona State Winners Eligible to compete at Region V in Lake Tahoe, Nevada
 - Career and Technical Education Teacher of the Year (Mal Cooper)
 - Career and Technical Education Post-Secondary Educator of the Year (Nicole Hampton)
 - Career and Technical Education Administrator of the Year (Aron Schmidt)
 - New Career and Technical Education of the Year (Lori Merrill)
 - Carl Perkins Community Service Award (Tom Rose)
 - Lifetime Achievement Award (Lisa Doll)
 - Career Guidance Award (Denies Darre)

Discussion items:

- Mobile App
- Attendee Numbers
- Computer Labs
- Call for Presentations for 2019
- Surveys will be reviewed at end of September
- 2019 Summer Conference Committee Meeting TBD
- Date for 2019 – July 12th to 17th, 2019 (Loews Ventana and Westin La Paloma)
- Conferences for 2020-2022 (El Conquistador Resort and Westin La Paloma signed per permission to complete contracts at April 23, 2018 Board Meeting)

ACTEAZ Lobbyists

Tina Norton, Curt Bertelsen

Action Items:

- **Continuance of Designated Lobbyist, Tina Norton**
 - Paperwork will be submitted by Tina Norton to Secretary of State with updated information on our Alternate Lobbyists on behalf of the Board of Directors
 - Tina will continue to file our reports as needed since she is the Designated Lobbyists.
- **Alternate Lobbyists**
 - Lisa Doll, Curt Bertelsen, Randy Kimmens, Stephen Weltsch, James Hawk, Jennifer Brooks
 - Names to be removed from ACTEAZ Alternate Lobbyists List- Rachael Mann and Amanda Nolasco who have completed their officer terms

Discussion Items:

- Advocacy Agenda to be approved as part of Strategic Plan at October 21 Meeting
- 501 C6 nonprofit can endorse CTE issues; we cannot endorse candidates

Action Items:

- ACTEAZ/ACOVA Mid-Winter Conference February 5th to 7th, 2020
- Corporate Consulting Contracts or 1099 Consultants
- Association Election Voting Contract
- Summer Conference Hotels Contracts, Computer Labs and other contracts in relation to the Summer Conference
- Exhibitor Contracts
- Technology and Computer Contracts
- Service Contracts
- Rent Contracts
- Professional Development Contracts
- Employee Documents as needed
- Others that may come up for Association

2019 – 2020 Goals

Goals for 2019 – 2020

- Building Advocacy
- Redesigning Summer Conference
- Expanding Industry Partnerships to include Exhibitors and Sponsors
- Technology Goals

Action Items:

- Pass Goals for Year

ACTEAZ Fall Retreat

September 14, 2019

7:30 am–4:30 pm

West-MEC

ACTEAZ Board of Directors Meeting

October 21, 2019

4:00 pm -6:00 pm

West-MEC

ACTEAZ Board of Directors Meeting

January 6, 2020

4:00 pm -6:00 pm

West-MEC

ACTEAZ Board of Directors Mid-Winter Meeting

February 7, 2020

1:00 pm -3:00 pm

Prescott Resort and Conference Center

ACTEAZ Board of Directors Meeting

April 20, 2020

4:00 pm -6:00 pm

West-MEC

ACTEAZ Summer Conference Annual Board of Directors Meeting

July 18th, 2020

5:00 pm-6:30 pm

Westin La Paloma

Affiliate and Special Group Representatives

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

- ABEA, Chris Libelt-Garcia
- AATA, Brody McGuire
- AZ Curriculum Consortium, Tammy Bonner
- ACOVA, James Grieshaber
- AME, Hector Reyes
- ATIEA, Brady Mitchell
- AZHCEA, Dina Chavez
- Business / Community Partnerships Mike McAfee
- Career Technical Districts, Amy West
- Community College, James Perey
- Counseling Representative, Rick Scaife
- FACS Ed, Shawn Morris
- Fellowship Program, Christine Nelson, Mike Neu, Julie Stockwell, Heather Webb
- Financial Review, Dean Petersen or Lori Luzier
- Global Pathways Institute, Bill Symonds
- Junior High Representative, Dennis Esparza
- University Representative, Nicole Hampton
- Workforce Development, Jennifer Kaufman-Fourness

Reminder: Please turn in or e-mail report form to Rachael Mann to be included in minutes

Good of the Order

Lisa Doll

Adjournment

Lisa Doll

Action Item:

- Adjournment

Next Meeting Reminder:

October 21, 2019

4:00 pm-6:00 pm

West-MEC