



Board of Directors Meeting Agenda
Monday, October 21, 2019 4:00 pm – 6:00 pm
West-MEC • 5487 N 99th Avenue • Glendale, AZ 85305

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Welcome	Lisa Doll
Call to Order, Establish Agenda and Verify Quorum	Lisa Doll
Consent Agenda and Minutes	Lisa Doll, Jennifer Brooks
Action Item:	
<ul style="list-style-type: none">Approval of September 14, 2019 minutes.	
Treasurer's Report	James Hawk and Shelly York

- Action Item:**
- Financial Report

- Taxes must be filed by November 15, 2019 & Curt Bertelsen as Past-President will sign for his year in office.
- 990 Form Review with ACTEAZ Accountant.
- Board Names from last year on our IRS Form so please review. Taxes are in Binder.acteaz
- Sponsorships under \$5000 not listed by name of donor but collectively.
- Questions to be answered to maintain Non-Profit status.
- Question on Memberships or Stockholders information.
- Taxes will be in Binder so that our minutes reflect the Board of Director reviewed.

By-Laws - General Update**Lisa Doll and Pam Ferguson**

No new by-law changes this year. By-Laws are in Binder.

ACTEAZ Goals for the 2019-2020 Year**Lisa Doll**

Just Review

- Redesigning Summer Conference with Westin and new hotel Hilton El Con.
- Develop the process for annually including specific focus areas in our professional development conferences.
- Planning of an NPS style event for 2020/21 for adults or TBD.

Continuing Goals

- Building Advocacy and Increasing Member Advocacy List signups on Website.
- Expanding Industry Partnerships to include Exhibitors and Sponsors and Recruitment.
- Recruiting more members to run for ACTEAZ Officer Positions.

Executive Directors Report**Pam Ferguson**

- National ACTE Conference Calls (Last Monday of the Month).
- National ACTE Conference in Anaheim, California December 4th to December 7th.
- ACTEAZ Delegates at ACTE Delegate Assembly (Lisa Doll, Jennifer Brooks, Rahsaan Bartet and alternate Pam Ferguson).
- Shelly York is the National ACTE Audit Chair and she will be giving report at the Delegate Assembly.
- Pam Ferguson and Shelly York will represent Arizona at the NEDA Meetings at Vision.
- Schedule for Arizona for those attending Vision will be sent to attendees that will include Arizona Presenters.

- State Leadership Breakfast on Saturday, December 7th, Representatives:
 - Lisa Doll, ACTEAZ President
 - Pam Ferguson, Exec Director
 - Shelly York, Asst Exec Director
 - Tammy Bonner, Board Member and Fellow
 - Lindsay Duran, Member at Large
 - Rahsaan Bartet, Member at Large
 - Cathie Raymond, ADE Assoc Supt of CTE/State Director
 - Jennifer Brooks, ACTEAZ Secretary
 - Lori Luzier, ACTE Region V National Finalist
 - Bob Weir, ACTE Region V National Finalist
- National Policy Seminar (March 29th -31st, 2020)
- Signed contract for Mid-Winter 2020 at Prescott Resort signed by Lisa Doll.
- Contract for Mid-Winter 2021 at Prescott Resort will be signed by Randy Kimmens.
- ACTE/NCLA Conference in Tucson in September 2019 Report.

Scholarships

Nicole Hampton

- Will go live in October.

Awards

Stephen Weltsch

- Will go live in October.
- High Quality CTE Framework incorporated in Awards Nomination to align with National.
- ACTEAZ Affiliate Award Eligibility
 - Sixty percent (60%) of the affiliate board members must be ACTEAZ Members.
 - Affiliate Representative must have participated in 4 out of 6 of ACTEAZ Current Year Board Meetings for Affiliate to be eligible to receive this award. Call In OK.

CTE Month

Tony York

- Update on Video Contest
- Update on CTE Month -Information will go live in October on ACTEAZ Website.

2020 Midwinter

- Call for Presentations goes live in October. Call for Presentations are due Friday, December 6th. Presenters will be notified by December 20th.
- Registration is live
 - Cost is \$260
 - Meals included in cost are Thursday (Lunch and Dinner and Friday (Breakfast and Lunch)
- Conference Hotel is Prescott Resort and Conference Center – Rooms are \$99.00 per night plus tax. Suites are \$109 per night plus tax.
- Reservation Number: 855-318-1655. Group Booking Code G2048.
- Exhibitor Booths Registration went live in October.
- Board Meeting 1:00 pm at the Prescott Resort Friday, February 7th.

Summer Conference 2020

Lisa Doll, Pam Ferguson, Shelly York

- Conference Planning Meeting will be done at ADE and special scheduled meetings will be scheduled for affiliates. ADE meeting is November 18th.
- Anyone needing to put in sessions for Summer Conference must go thru the training to be eligible to put in sessions.
- Cost will this year to \$525.00 Advanced Registration and \$575.00 Late.
- Locations of Programs most likely will be the same at Westin. Those programs at Loews previously will move to Hilton El Con.
- Exhibitors Support.
- Sponsorships suggestions please.
- Hotel Reservation Opening Date in March. Date to be determined.
- Call for Presentations.
- Mobile App.
- Sponsors -any suggestions please give to Pam or Shelly.

Advocacy Report

Tina Norton

- Updated report filed with the Secretary of State for current year Lobbyist and Alternate Lobbyist.
- Tina Norton is the Designated Lobbyist.
- Alternative Lobbyists are: Lisa Doll, Curt Bertelsen, Randy Kimmens, Stephen Weltsch, Jennifer Brooks and James Hawk.

ADE Report

Cathie Raymond

ACTEAZ Premier Series Update

Deb Zurcher

ACTE Region V Update

Pam Ferguson

- Conference – Lake Tahoe, Nevada, April 22nd -25th, 2020
- 2019 ACTEAZ Award Winners compete at Region V for National Awards Categories. Deadline to Submit.

Affiliate and Special Group Representatives' Reports

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

- AATA, Brody McGuire
- ABEA, Chris Liebelt-Garcia
- 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 Representatives, Rick Scaife
- FACS Ed, Shawn Morris
- Fellowship Program, Christine Nelson, Mike Neu, Heather Webb, Julie Stockwell
- Financial Review, Dean Petersen or Lori Luzier (ex-officio)
- 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 Jennifer Brooks to be included in minutes.

Good of the Order

Lisa Doll

Adjournment

Lisa Doll

Action Item: Adjournment

Next Meeting Reminder:

January 6, 2020
4:00 pm-6:00 pm
West-MEC