

ACTEAZ Board of Directors Meeting
Saturday, September 14, 2024
12:30 – 1:45 p.m.
West-MEC Board Rooms

Welcome

Jim Grieshaber

Call to Order & Roll Call

Jim Grieshaber

Board Members Present – Jim Grieshaber, Patrick Clawson, Lori Luzier, Michelle Bohon, Patti Pastor

Affiliates Present – Jim Kaltenbach (AATA), Hector Reyes (ABEA), John Scrogam (ACOVA), John Morgan (AOAC), Francisco Ortiz y Davis (AME) Dennis Esparza (Financial Review), Brendeice Garza (AZHCEA), Jennifer Brooks (AZCTECC), Nichole Hampton (CTE University Liaison), Jennifer Kaufman-Fourness (WFD), Cindy Gutierrez (ADE), Hector Reyes (ABEA), Oscar Olivas (ATIEA), Sara Lazar (FACSED), Beth Francis (Pima JTED),

Fellows Present – Corinne Angello, Debbie Swiers, Jolesee Meadows, Kristen Coury, Lisa Weisnfluh, Marci Boettcher, Debbie MacKinney, Matthew Gilbert, Lisa Draper, Paige Quinn, Scott Fitterer, Taylor Sackett, Scott Fitterer, Mike Neu (Mentor Lead)

ACTEAZ Employees Present – Stephen Weltsch, Shelly York, Amber Gloria, Courtney Cook, Emeli Belloc

The meeting was called to order at 12:35 p.m. Quorum is established.

Motion to Adopt the Agenda

Jim Grieshaber

John Kaltenbach made a motion to adopt the agenda as presented and Michelle Bohon 2nd. The motion carries.

Welcome to the 2024-25 ACTEAZ Board

Jim Grieshaber

- ACTEAZ Board Roster
- ACTEAZ Calendar of Events

Motion to Approve Consent Agenda

Jim Grieshaber

- Approval of July 13, 2024, Annual Minutes
- Approval of the ACTEAZ Association Management Manual
- Personnel Report and HR Employee Manual
- Executive Director Report

Per Robert's Rules of Order and parliamentary procedure, all items on the Consent Agenda will be taken with one vote. Board members may scan request an item to be removed from the Consent Agenda and considered separately.

There being no discussion, Lori Luzier made a motion to approve Consent Agenda, Patrick Clawson 2nd. Motion carries.

Treasurer's Report

Lori Luzier

- Final P & L for 2023-24
- Balance Sheet
- July P & L
- Adopt 2024-25 Budget

Lori said the Association is healthy; bottom line is in the black. Fiscal year runs July 1 to June 30th so summer conference falls at an unusual time and affects financials. She drew our attention to:

- \$250,000 investment made at National Bank which has been a goal. Jim Kaltenbach interjected that perhaps we should look at changing fiscal year for a clearer financial picture.
- Some line items were condensed for a clearer picture. Stephen interjected that the balance sheet is very healthy and even though we are showing a big balance, contractually we save three years of contract fees.
- Every employee has moved from a contractual services status to a payroll item. It gives the Association more flexibility.

Motion to Adopt 24-25 Budget made by Brandiece Garza makes a motion to approve the Treasurer's report as presented and Nicole Hampton 2nd, Motion carries.

Motion to Acknowledge Board Governance & Signature forms – Jim Grieshaber Stephen Weltsch

Stephen went over each item in this section.

- Mission Statement for ACTEAZ
- Insurance Coverage for Board & Association
- Board Representation/Quorum
- Annual Budget Responsibility
- IRS Tax Forms Responsibility
- Contracts permissions on behalf of ACTEAZ and in the budget
 - Event and hotel contract and other contracts in relation to conferences
 - Conference exhibitor contracts
 - Service contracts (phones, printer, etc.)
 - Lease contracts (storage mailbox, offices, etc.)
 - Professional development contracts (Premier Series)

- Employee documents
- ACTEAZ can advocate for CTE policy not individuals
- Social Media: Association vs. Personal
- Media Release Forms
- ACTEAZ and Affiliates Signature for Board of Directors

Motion to Acknowledge Board Governance & Signature Forms made by Patti Pastor, 2nd made by John Morgan. Motion carries.

Motion to Create a 24/25 Program of Work

Jim Grieshaber

- To create a unifying graphic to share ACTEAZ’s purpose.
- To strengthen the Premier Series through predictable offerings.
- To increase ACTEAZ’s outreach through statewide communication strategies (i.e. social media, newsletter, and direct email) and President travel.
- To recharge conferences by acting on member feedback.

Motion to Create made by Lori Luzier, Jen Brooks 2nd, motion carries.
Stephen will have a draft at the October meeting.

ADE Report – Cindy Gutierrez

We continue the partnership with ACTEAZ. Role of ADE is supporting teachers across the state. Vacant positions within TSA, Grants and Cindy’s team are being filled.
Working with Shelly to open the window for summer session planning

Premier Series Report – Amber Gloria

- 15 PS courses delivered to date
- 4 Instructional Best Practice- 68 participants
- 3 Classroom Management-60 participants
- 1 Effective Demonstrations-29 participants
- 1 Lab Safety & Management-29 participants
- 1 Work-based Learning-28 participants
- Empowering Students Through Professional Skills-13 participants
- 1 Grading & Assessment-38 participants
- 1 Lesson Plan Writing-13 participants
- 1 Virtual-Technical Reading & Performance Literacy-8 participants
- 1 Virtual CTE Essentials-9 participants

- 282 participants since summer conference

October 1st will be release of summer conference content of classes. Patrick put a plug in for others to step up to teach

Affiliate Reports

AATA: Jim Kaltenback

- Of the 84 Arizona Chapters and 129 total teaches over 90% (117) are AATA members.
- FFA led by Mrs. Motoz and 13,000 students strong
- Our year has started strong as our members have taken students to the State Chapter Officer Leadership Training (COLT) and 5 SUMMIT/EMBARK/ELEVATE are in progress.
- The AATA Fall Conference will be in Clarkdale, AZ October 3-4.
- The National FFA Convention is expected to have 72,000 participants in Indianapolis October 23-26.

We are doing some historical research for the 50 anniversaries of ACTE_{AZ}.

- We know that NVATA (Nat. Voc. Ag Teach. Assoc.) began in 1948.
- AZ began having agriculture taught in high schools in the 1910's.
- The first Ag contests we know of were in 1926 (suggesting Ag teachers were working together).

ABEA & AME: Hector Reyes

- ABEA is working with AME to put on an excellent conference for all our state's business and marketing teachers.
- ABEA is also the host of the 2026 WBEA Conference. This means ABEA is working getting everything setup for the conference. We have an entire team of dedicated members working on exhibitors, sessions, program planning, possible business-related excursions, and much more. We just finalized the contract for the hotel. The conference will take place in Tucson, AZ at the Westward Look Wyndham Grand Resort and Spa.

ACOVA: John Scrogam

- We represent all CTE Administrators across the state.
- On 9/18 will be doing a mini camp M & M to help newer directors wrap their head around with policies.
- Advocacy session – We heard from members some of their concerns. A concern was brought up by a member asking for a zoom link to some of the meetings. ADE through EVIT is going to provide a virtual meeting link for rural areas who travel long distances.
- Call for Presentations went out September 1 and we need more presenters.
- ACOVA has a passion for counselors & rural areas. Fall conference will have a counseling session.
- Every month there is a mentoring session.
- Want to highlight administrators across the state but there is not a lot of CTE Directors focus, so we want to highlight Directors once a month in the newsletters.

AOAC: John Morgan

- Community College administrators – Group started at summer conference.
- Maricopa is hitting their expenditure limit which could result in two community college closures. Statewide 2 more could be closing in the near future. The severity of this legislation is on their radar.
- Inception of bachelor's degrees at community college level and Maricopa & Yavapai were 1st to do it. Explosive growth is happening. Straight economic issue. Folks are cognizant about college debt and so that is the reason for the tremendous growth.
- Three community colleges that are blowing up in CTE: Western, Yavapai & Mohave had double digit growth in that area. Growth of these three is due to company expansion.
- 8% of CTE students matriculate to the next level of education. They did not stay in their original program but changed their mind to participate in another Program of Study.

ATIEA: Dennis Esparza/Oscar Olivas

- Getting ready to meet as most members are teachers.
- Many challenges but a bright future.
- Phil retired and as a result a lot of historical knowledge left with him. Oscar is trying to piece together.
- Want to become a clearinghouse for programs. They have grown membership and are rebuilding the organization.
- Working to bring back some professional development for the group.
- All scholarships will continue for students moving forward in trades.

AZHCEA: Brandeice Garza (Brandy)

- Brandeice Garza AZHCEA President Elected at Summer Conference for a 2-year term, previously served as Secretary for last Two Years. We are an Association for Health Career Instructors, believing that often the answer is in the room. With that mindset, we offer support and collaboration to like-minded individuals. We work closely with AZHOSA, our meetings happen at AZHOSA FLC, AZHOSA SLC, and ACTEAZ Summer Conference.
- 2024-Summer Conference - Nine member speakers presenting 12+ sessions
- Recognized an Outstanding teacher from each of the 4 AZHOSA regions
- 2025-Summer Conference - Looking to minimally match speaker/presentations Recognize teachers for all AZHOSA which is now 5 regions
- Offer in partnership with ACTEAZ to sponsor a student scholarship
- I would also like to investigate an opportunity to sponsor a session where individual Health Careers can come and meet/collaborate with other instructors in their industry.
- Striving for continued Membership Growth
- Currently there are approximately 30 paid yearly members

- Looking to grow, currently with newsletters and Instagram as new platforms
- Membership money is reinvested into Teacher Recognition and Student Scholarship

AZCTECC – Jen Brooks/Deb MacKinney

- Proud to serve 130 member districts. Lots of new members.
- New resources have been published for over a dozen program areas and a few new Professional Skills lessons and announcements are made via the Program Group discussion forums.
- The CTE Curriculum Connection had over 60,000 page views between July 14 - August 31st.
- We currently have open positions for CTE Teacher Content Specialists and Teacher Curriculum Writers (part-time) as well as two full-time positions for a Staff Curriculum Writer and an Apprenticeship Coordinator.
- We are hosting a Scope and Sequence event for three program areas in September and appreciate all our member districts support in nominating and approving the CTE teachers to join us.

Business Partnerships

FACSED: Sara Lazar

- Summer conference was a recruiting time for new board members.
- Looking to connect all the moving parts that FACSED encompasses through collaboration.

CTE University Liaison – Dr. Nicole Hampton

- Arizona is a leader in the nation for coordinating college credit between community colleges and universities called AZ Transfer. ATF meets September/October. Meetings are organized by career cluster and there is an amazing matrix that shows how all coursework transfers to any other institution in the State. The meetings encompass the logistics of how transfer credit is applied. They are looking at how all 300 & 400 level classes will transfer. In CTE most credits are transferred at 100% rate.
- NAU would like to start to partner with Premier Series.
- Prior learning credit up to 9 hours will now be accepted at NAU for CTE Master's Degree. Not all graduate programs are open to this idea of prior learning credit.
- NAU is putting together an advisory board – Looking for a diverse group of individuals to volunteer. Any recommendations go to Nicole. Trying to have the first meeting by the end of semester.

Workforce Development: Jennifer Kaufman-Fourness

- Stephen is excited that Governor has linked a workforce development into CTE. Governor Katie Hobbs launched the Talent Ready AZ Initiative to effectively coordinate her cabinet's resources and leadership behind connecting Arizonans

to the education and training they need to secure good-paying jobs and fill growing industry needs.

Good of the Order

Jim Greishaber

- Next board meetings 10/21, 12/16 then Mid-Winter Conference
- Jim went over future networking opportunities

Motion to adjourn

Jim Grieshaber

John Kaltenbach makes a motion to adjourn, Lori Luzier^{2nd}, motion carries.

Approved 10-21-2024