



ACTE AZ PURPOSE

To **CONNECT** all CTE professionals with the network, resources, and abilities they need to make a meaningful difference

ACTE AZ Board of Directors Meeting Minutes

Monday, October 21, 2024, 4:00 PM – 6:00 PM

<https://us06web.zoom.us/j/83598999038>

Welcome

Jim Grieshaber

Call to Order & Roll Call

Jim Grieshaber

A quorum was established, and the meeting was called to order by Jim Grieshaber at 4:01 p.m.

Motion to Adopt the Agenda

Jim Grieshaber

Executive Board Members Present: Jim Grieshaber, Patrick Clawson, Michelle Bohon, Heather Webb, Lori Luzier, and Patti Pastor

Affiliates Present: John Morgan (AOAC), Dennis Esparza (Financial Review), Brandeice Garza (AZHCEA), Jennifer Brooks (AZCTECC), Nichole Hampton (CTE University Liaison), Jennifer Kaufman-Fourness (WFD), Kevin Imes (ADE), Sara Lazar (FACSED), Michael Terry (Industry Partnerships), and Amy West (CTED)

Fellows Present: Kristen Coury, Debbie MacKinney, Matthew Gilbert, Paige Quinn, Scott Fitterer, Beth Francis, Paige Quinn, Marci Boettcher, Moises Centeno, and Lisa Draper

ACTE AZ Employees Present: Stephen Welsch, Shelly York, Amber Gloria, Courtney Cook, and Emeli Belloc

Motion to Adopt the Agenda

Jim Grieshaber

- Motion to Approve Consent
- Approval of September 14, 2024, Minutes
- ACTE AZ WHY, HOW, & WHAT Draft for Input
- Employee Goals
- Executive Director Report

Jim Grieshaber called for a Motion to Approve Consent Agenda. John Morgan made a Motion to Approve the Consent Agenda; Michelle Bohon seconded, motion carries.

Motion to Approve Treasurer's Report

Lori Luzier
Shelly York

- 2024-25 Budget Report
- Balance Sheet
- 2023 Tax Return

Shelly York and Stephen Weltsch met twice with Nancy Weinstein who is the accountant for the Association. She said the tax return is very clean and will be filed in November. Jim Grieshaber signs off and taxes will be filed in November. Lori and Shelly will have an updated balance sheet in December.

Motion to Approve Treasurer's Report made by Patti Pastor; Heather Webb seconded, motion carries.

AI Resources for Affiliates

Stephen Weltsch

ACTE Slide Deck - Stephen Weltsch indicated that NCLA featured many AI presentations and that ACTE shared the slide deck from the conference with Stephen and Shelly. Stephen will share it with the Board of Directors. AI tools will streamline the Association work. A conversation ensued about the various benefits of AI such as scheduling, event planning, Claude (writing tool), Survey Monkey and how it integrates data in an efficient manner.

Social Media Echo System

Courtney Cook

- Social Media Echo System
- CTE Month Poster Contest

Courtney has been working hard on this. She has organized all affiliates, city & business partners, CTSO and Association happenings. She asked the group to send her events happening with all affiliates.

Courtney talked about the CTE Poster Contest which will coincide with CTE Month. The contest is open to secondary and post-secondary CTE students in all CTE courses. Students can only enter as individuals. She said that the contest and the rules involved in participating are now posted on the ACTEAZ website.

Summer Conference Preparations Discussion

Jim Grieshaber
Heather Webb
Stephen Weltsch
Shelly York

- Theme I Connection Conference – EMPOWER LIVES
- Counselor Track
- Feedback and Responses
- Sessions Training I 10.18.24
- Motion to Set Conference Registration I \$595 (Expense Per Person) (based on 1,087)

Conference Meals	\$199
AV (we provide 30 prox)	\$124
App & Technology	\$28
Staff Overhead	<u>\$249</u>
	\$600

Stephen Weltsch talked about how we explored the conference theme at Fall Retreat. Our goal is to connect teachers, counselors, affiliates, and partners statewide.

- There will be registration at both hotels this year, based on feedback.
- Please encourage teachers to present at the Summer Conference.
- Shelly York facilitated the first sessions training on October 18, 2024. To access sessions, you must attend training. She has one scheduled for next Friday, October 25th, and then another in November. Please reach out to Shelly with any questions.
- Heather Webb will take the lead on the counselor track in partnership with Emily Brown from ADE. Heather threw out several ideas of what types of sessions could be included. She will continue to explore this.
- Stephen Weltsch talked about since we no longer have Association dues, conference fees cover the many meals offered. The hotels subsidize some of the meals but, since COVID, food costs have increased substantially. The Association hasn't signed a contract in 5 years, so meal prices increased with inflation. This and other increases have necessitated an increase. Jim thanked Stephen and Shelly for their efforts in negotiating the new contracts. Stephen interjected that John Morgan had asked at Fall Retreat why conference is in Tucson. Stephen offered that 1,750 rooms are needed as well as conference space. Where the conference is held is reevaluated often, but if it were to be offered in Phoenix, districts in Phoenix could not stay at a hotel and this is a factor. Jim called for a Motion to Set Conference Registration for 2025, and Patti Pastor made a Motion to Set Conference Registration at \$595; Michele Bohon seconded, motion carries.

2024-25 Program of Work Updates

Jim Grieshaber
Stephen Weltsch

- 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.

Courtney is working on a unifying graphic that reflects ACTEAZ's purpose as well as nicely handling our social media campaign. All voices were heard from the Summer Conference feedback and the Executive Board continues to address feedback provided.

Committee Reports

Stephen Weltsch

- Retirement Membership (Lindsay Duran)
- Financial Review (Dennis Esparza)
- Awards (Patrick Clawson)
- Scholarships (Lori Luzier)

Stephen reported on retirement membership in Lindsay's absence. Lisa Doll is co-chairing this subcommittee of retirees who can assist with various volunteering activities such as scholarship reading and additional coverage needed at Summer Conference.

Dennis stated that the financial review will happen in November.

Patrick said it is never too early to submit nominees for awards and scholarships. He would like to see a robust pool of candidates.

ADE Report

Kevin Imes

Kevin Imes announced that ADE had hired Robert Garcia to be the Director of Work-Based Learning. ADE is convening a Stakeholders Group (Round 2) due to Perkins not passing. They are working with a consultant to help with this.

Premier Series Report

Amber Gloria

- Performance Metrics
- Spring Schedule
- Promotional Strategies

Performance Metrics for PS

Course	Date	Participants
Classroom Management	7/12/24	26
Classroom Management	7/12/24	29
Lab & Safety Management	7/12/24	29
Instructional Best Practices	7/13/24-7/14/24	36
Work Based Learning	7/13/24	29
Empowering Students Through Professional Skills	7/13/24	14
CTSO New Advisor Training	7/13/24	45
Effective Demonstrations	7/14/2024	30
Grading and Assessment	7/14/2024	39
Establishing a Firm Foundation for your CTSOs	7/15/24	42
Growing your Program	7/15/24	45
Building a Solid Officer	7/16/24	40
Successfully Implementing a Program of Work	7/16/24	45
Instructional Best Practices	7/31/24-8/1/24	14
Instructional Best Practices	8/15/24-8/16/24	15
Lesson Plan Writing	8/15/24	9
Technical Reading & Performance Literacy	8/16/24-8/17/24	8
Classroom Management	8/23/24	13
CTE Essentials	8/30/24	11
Instructional Best Practices	9/4/24 & 9/12/24	15
Total Courses = 20		534

Spring Schedule and Flyer – attached

- NEW – Midwinter Conference Offering of “Using Advisory Councils Effectively” (registration is open)
- Many Virtual Offerings that are successfully being attended. (14 more courses before SC '25)

Promotional Strategies

- Email communication and connections started with Rural District Directors & CTEDS to share PS Course schedule and provide an opportunity for those leaders to inquire about local training and area that need support.
- Thank you and Testimonial request emails being sent to participants after attending an ACTEAZ PS courses to allow participants to connect more efficiently with PS Coordinator for support and a point of reference for future PS Courses.
- Adding a PS Course to be highlighted via email blast.

Amber expects 170 more participants by the end of 2024.

Affiliate & Special Group Representatives Report

Jim Kaltenbach

Arizona Agriculture Teacher Association (AATA)

- The Arizona Agriculture Teacher Delegation will shortly leave Arizona (early Tuesday) to the 97th FFA National Convention & Expo running from October 23rd – October 26th.
- They are expecting 75,000 registrants from all 50 states, the Virgin Islands, Puerto Rico, and Guam.
- Thirty Arizona FFA Chapters will be representing State 48 in Indianapolis.
- Chapters are competing in 25 separate contests ranging from Agriculture Mechanics to Prepared Public Speaking, Agricultural Issues Forum, Livestock Judging, Ag Business Management, and more.
- Several chapters are competing in the National Gold Chapter event.
- 6 students are finalists in the National Agriscience Fair.
- The Arizona Agriculture Teachers Association (AATA) met October 3rd & 4th for our annual Fall Leadership Retreat. In addition to 6 hours of “new teacher workshops”, we participated in industry tours in Verde Valley, conducted Board and Association meetings, and built relationships and community.
- Planning for the AATA offerings at the 2025 Summer CTE conference are underway.
- We also conducted training from the AZ Farm Bureau and Agricultural lobbyists so that we can be better advocates for Agricultural Education during the upcoming AZ Legislation Session.

Arizona Business Education Association (ABEA)

Hector Reyes

- Hector was not present, so no report was given.

ACOVA

John Scrogam

- John was not present, so no report was given.

Arizona Occupational Administrators Council (AOAC)

John Morgan

- John said they are closely monitoring the community college expenditure limitation proposition. He has some concerns that since there are so many propositions that voters may just skip by this. There are so many companies moving to Arizona, and they want training. Federal grants that the organization previously received have been cut.

Arizona Marketing Educators (AME)

Francisco Ortiz y
Davis

- Francisco was not present, so no report was given.

Arizona Technology Industry Education Association (ATIEA)

Oscar Olivas

- Oscar was not present, so no report was given.

Arizona Health Careers Education Association (AZHCEA)

Brandee Garza

- HOSA Fall Leadership Conference is on November 11th. She will encourage more teachers to present at the Summer Conference.

AZ CTE Curriculum Consortium

Jennifer Brooks

- We are happy to share that we continue to produce instructional resources and curricula for several CTE programs. Announcements regarding new materials are made via the program group discussion forums.
- We will co-present a session on AI for CTE Educators at the ACOVA Fall Conference next month.
- Our Quarterly Meeting for all member district designees, partners and interested stakeholders is next Wednesday, October 30th from 10 AM to 12 PM and will be virtual.

Business Partnerships

Michael Terrey

- The Pima Innovation Center in Tucson has been designated as a HUNTER Training Facility. This results in Hunter placing the latest equipment at the Innovation Center for students to train with at no cost to the College.
- He will check into if we can schedule a Summer Conference Training Session at the Innovation Center.
- The GM STEP Program is a partnership with GM Dealers and local schools to allow students access to the same online manufacturer training that dealership technicians take. Three West-MECF Automotive Programs, EVIT, Pima Innovation Center and Northland Pioneer Community College have been enrolled in the STEP Program.

CTE University Liaison:

Nicole Hampton

- Reported that Fashion Merchandising needs another community college to articulate. ASU has the prestigious FIDM and Pima Community College has a program. Please spread the word for this need.

Career Technical Education District (CTED)

Amy West

- CTEDs are working with ADE CTE and School Finance regarding the 9th and 13th year funding. You may see some of this addressed legislatively, if necessary, to clear up any confusion there may be with the rules regarding that.
- They will also be meeting in November to discuss the community college monitoring document to see if there are any changes that need to be made prior to the next 5-year cycle.

Family and Consumer Sciences (FACSED)

Sara Lazar

- Due to conflicts with FCCL Chapter Leadership Camp and differing fall breaks, our board had to postpone our meeting until early November.
- Our focus for this school year continues to be to grow and connect our membership across the state. Additional updates will be shared after the November meeting.

Financial Review

Dennis Esparza

- Dennis had nothing else to share at this time.

Workforce Development (WBL)

Jennifer
Kaufman-
Fourness

- They, too, are anxiously awaiting the result of the Community College Expenditure Limitations Proposition.
- Looking at offering a Workforce Plenary Session for Summer Conference.

Good of the Order

Jim Grieshaber

Jim thanked everyone for their time in attending.

Jim drew attention to the upcoming Board Meeting schedule at the bottom of the agenda.

Motion to Adjourn

Jim Grieshaber

Patti Pastor made a motion to adjourn; Amy West seconded, motion carries. The meeting was adjourned at 5:33 p.m.

Respectfully submitted by: Patti Pastor, Secretary

Approved at Board Meeting on: