



# Board Meeting Minutes 11/16/2020

## CTE: Learning that Works for Iowa

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IAAE	Iowa Association of Agricultural Educators
IBEA	Iowa Business Education Association
IFCSE	Iowa Family & Consumer Sciences Educators
IHEA	Iowa Health Educators Association
IITEA	Iowa Industrial Technology Educators Association

- I. Call to Order – Susan Seuferer at 5pm
- II. Welcome to Anna Brooks, newly elected Secretary and Congratulations to Karen Van De Walle, elected 2<sup>nd</sup> Vice President  
Official Thank you to Lisa Stange for serving as past secretary since at least 2015
- III. Attendance – Roll call Katy Blatnick-Gagne, Shannon Smith, Susan Seuferer, Sandra Miller, Greg Kepner, Sandy Warning, Doralene Abdel-Halim, Jessica O’Conner, Karen Van De Walle, Laura Van Waardhuizen, Kendra Gansen, Anna Brooks, Tammy Steinwandt
- IV. Approve previous board minutes 10.19.20 (attached to the email) Greg Kepner moved, Katy Blatnick-Gagne second. Motion Passed
- V. Reports
  - a. Treasurer’s Report (quarterly only) SW is still collecting from just 3 people for IACTE Conf.
  - b. Division reports – (Briefly highlight upcoming initiatives/concerns/help needed from Iowa ACTE)  
*These can be emailed to Sandy M. prior to the meeting, especially if a rep cannot be in attendance.*
    - IAAE – Jessica O’Connor
      - No new updates
    - IBEA – Shannon Smith
      - No Updates
    - IFCSE – Kendra Gansen/Doralene Abdel-Halim
      - Partially in-person, partly online meeting
      - Working on planning 2021 conference and link with IACTE conference
    - IHEA – Tammy Steinwandt
      - Not in attendance, until later during the mtg
      - Sandra gave updates: Doing 3 webinars with multiple different topics and are currently having a membership drive
    - IITEA – Dan Kiley
      - Not in attendance
      - Completing membership now: President is Matt May
  - c. ACTE Region III Representative Report – Greg Kepner
    - i. Policy Committee Meeting is tomorrow (11/17)
    - ii. Region III business meeting is Wednesday (11/18)
    - iii. Vote starting 12/4 - for new leadership
  - d. DE Liaison Report—Katy Blatnick-Gagne
    - i. Working on the next phase to comprehensive local needs assessment – which is the regional phase. Based on RPP membership schools are brought together to work on this assessment.
    - ii. Continually updating website – with new and updated information, links, and files
    - iii. Wrote a contract for conference with more professional development with CTE teachers.
    - iv. Working on messaging – how do we get our information out? DE doesn’t collect CTE contacts for local teachers, maybe looking for IACTE to help with communication pieces.
  - e. Bylaws Revision—Greg Kraweic
    - i. Met 10/20/2020 to look at bylaws, no tentative next meeting. But working on updates.
  - f. Unified Membership—Katy Blatnick-Gagne
    - i. In contact with individual, Cherisa Martin, wait until end of vision to connect and make plan

- ii. Iowa is pursuing becoming a unified state – combined Division/State/National dues
- g. Executive Director Report – Sandy Miller
  - i. Highlights:
    1. Membership report (291 members and 1 student member). Not including second round IAAE, health, industrial tech, applied sciences. There is an additional form posted on our Website that is a Google Form in addition to the regular membership form. This form allows people to Join online and request an invoice to pay per credit card.
    2. Member Value and Engagement – worked with Dan May on dues. Iowa is receiving Quality Association Standards, website has been updated, certificates made for conference
    3. Professional and Leadership Development: Vision Conference 11/30-12/4. All persons are welcome to attend Leadership breakfast on 12/4. Working on locating committee members, and collecting code of conduct forms from board members.
    4. Advocacy and awareness
      - a. Attended Iowa School Counselor’s Conference as an exhibitor– felt included, a board member listened and volunteered to sit on our board if wanted. If we wanted a webinar or video for the school counselor’s website they would entertain that as an option for improving relations.
    5. Strategic Partnerships: Working with Dennis Harden and Jane Bradley on process, with 32 nominations for 31 students. Ag division which had 19 applicants narrowed down to 5, FCS 2, Health 4, Business 5, Applied Sciences 1, Information System 1, there was a total of 18 scored. Completed rubrics are due from Division Reps, Pres, Region III Rep, Awards Chair and Ex Director by midnight Nov 19!
    6. Innovation: Worked with MaxKnowledge to add exhibitor links to our post-conference page on ia.ctelearn.org

a. Membership Report – Sandy Miller -Included in report

VI. Unfinished Business:

- a. Iowa ACTE Conference – Sandy and Sandy
  - i. Exhibitor follow-up eblasts, collection of fees progress, DE Sponsorship progress, follow-up survey all sent out
    1. Follow-Up Survey (Only 14 responses) All 4/5 of a 5-point scale
      - a. Do you have comments/feedbacks – Great job, Well Done, No Technical Issues
        - i. Meet Expectations: High quality, user friendly, put on smoothly, well-run virtual conference
- b. Division Membership Drive Plans
  - i. IHEA (Tammy) Tomorrow wraps up their third series of webinars around 37 attended. Looking at doing another series in January after the first of the year. Looking at increasing membership.
- c. CTE Awards – nominate through September 1
  - i. Nominations are open
- d. CTE Day at the Capital—Thursday, February 11
  - i. No word, but unlikely it will happen. Unsure if capitol is open to the public. Need to request governor to sign proclamation for CTE month.
  - ii. Discussed canceling and holding a different event, Laura VanWaardhizen, Anna Brooks, Susan Seuferer, potentially Jessica O’Conner will meet to discuss potential events.
- e. [Iowa ACTE Annual Report](#)
  - i. Take a moment to look at the report, ask Sandra Miller if there are any questions.

VII. New Business:

Program of Work:

- a. Member Value and Engagement
  - i. Reminder: Vote for ACTE officers Dec. 4 to Jan. 4, need to have been an ACTE member by Nov. 4
- b. Professional and Leadership Development
  - i. VISION – Attendees – Susan S, Karen VW, Sandy M, Greg Kepner, Laura VanWaardhuizen
  - ii. 26 registered from Iowa as of 11/11 (last year 70 by 10/31)
  - iii. ACTE State Leadership Gathering – All can join in this session even if not registered for VISION, [RSVP](#) to receive link for meeting December 4, Friday morning at 10am
- c. Advocacy and Awareness
  - i. ISCA Conference – Sandy M
- d. Strategic Partnerships
  - i. Presidential Scholarship Nominations – Sandy M
    - 1. Iowa ACTE is now writing and implementing CTE Presidential Scholar Nomination procedure, encouraging nomination from all members and CTSO leaders
    - 2. 32 nominations for 31 students (Ag – 19, Applied Sci – 1, Bus – 5, FCS – 2, Health – 4, Inform Systems – 1)
    - 3. Judges are five division reps, Pres, Region III Rep, Awards Chair and Exec Director
    - 4. Scoring due Thursday, Nov 19 at Midnight
    - 5. Will forward top five nominees to DE Bureau Chief, Dennis Harden on Nov 20. He will forward to DE Director.
  - ii. Quality Association Standards (QAS) Award – Sandy M
    - 1. Iowa has received this award for 2019-2020 and for eight consecutive years
  - iii. Governor Proclamation of Feb as CTE Month – Sandy M
- e. Innovation
  - i. CTE Learn Site – Sandy M
    - 1. Max Knowledge is doing a promotional video for the state.
    - 2. DE could potentially put updates in some of their newsletters
    - 3. You don't have to be a member of IACTE to have a login for the website
      - a. Lessons available on CTE Learn- work based learning as free resources
- f. Other: Challenge – Sandy M
  - i. CTE Achieve 100 award – If every CTE teacher in your school becomes a member of ACTE, your school can receive a CTE Achieve 100 Award. Iowa does not have any yet.

VIII. Adjourn (6:00 pm)

Next Meeting: January 18 at 5pm