



Board Minutes 3.10.16

CTE: Learning that Works for Iowa

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

Call to Order: The regular meeting of the IACTE Board of Directors was called to order at 7:04 p.m. by President, Barb Lemmer.

I. Attendance – Roll call: Barb Lemmer, Lorri Haskell, Jeff Mayes, Sandy Warning, Greg Kepner, Kelsie Engelken, Sandy Miller, and Zoe Thornton for Lisa Stange as DE Liaison

II. Treasurer’s Report and Budget: was sent March 1st. Some invoices are still being paid for NPS. The budget is healthy. Each division that sent a student supported by IACTE to NPS is asked to contribute \$100 to IACTE for their student. Who is TSA representative? Who is the Industrial Tech treasurer? Greg will look into this. HOSA contribution? IFCSE has contributed \$1000.

National Policy Seminar (NPS): The four students that were supported by IACTE did a great job. We saw Senators and Representatives on Tuesday and Wednesday. Grassley sent a note back that he joined the CTE Caucus Committee. Most of our Senators and Representatives were visited.

III. Division Reports:

IAAE – Jeff Mayes - IAAE is heavy in conference planning. Theme for conference is “Community.” We are fighting membership issues. Some of our members are questioning the value of memberships. Maybe this is some of our newer members. As far as IACTE and Ag there have been some questions about how we feel about the Senate file and how it relates to how our courses are identified. We should have our awards submitted to IACTE soon.

IBEA – Sandy Warning - Written report included (attached at the end of the minutes)

IITEA – Greg Kepner - We have had one board meeting since we last met. There is nothing to report at this time.

IHEA – Lorri Haskell - We meet monthly by phone. We will have a face to face meeting on April 7. Conference will be June 2 -3 at Prairie Meadows Conference Center, Altoona. No theme yet. Working on some really good speakers. Information can be found at www.iowahealthed.org Registration will be \$185 which will include IACTE and IHEA dues. Either Barb or Sandy will attend to bring IACTE greetings.

IFCSE – Kelsie Engelken - Key Leader meeting was Feb 20th. The IFCSE Conference will be June 12-14th in Cedar Falls at UNI. The Theme is “Say Yes to FCS.” There will be two post conference sessions for those who want to earn credit. These sessions will be titled: *Working on Fashion and STEM*, and *Bulling Bystander Training*. Courtney Teghtmeyer will serve as the 2017-2018 IFCSE President. Kelsie Engelken will serve as 2016-2017 IFCSE President.

ISCA – Amy DeGroot-Hammer – No report

IV. ACTE Region III Representative Report – Zoe Thornton (for Lisa Stange) - The Region III Conference is June 15-17, 2016 in Jefferson, MO.

V. DE Liaison Report – Zoe Thornton - There have been questions about House File 2392. It has been passed in the House and is in the Senate. We briefly discussed this legislation. Questions/Comments/Concerns about this bill should be submitted to Lisa Stange, IACTE liaison, Pradeep or discipline consultants at the DE in an email. This bill was not one that was written by the Dept. of Ed. It came out of the House Education Committee.

Send CTE Task Force questions to Pradeep and Lisa in an email.

VI. Executive Director's Report – Sandy Miller – Written report included (attached at the end of the minutes)

VII. Program of Work – Committee Reports –

*Audit Review - Sandy Warning – The audit has been completed. All records are in order.

*Conference Planning – Barb Lemmer – Much of the information about conference and the Spring Professional Development Webinars is included in the Executive Director's Report. There will be a conference planning teleconference Tuesday, March 15th 7-8 p.m. The 2016-2017 IACTE Conference will be Thursday, Sept 29 and focus on best practice. Conference Planning Committee members were identified as: IBEA – Sandy Warning, IAAE – Jeff Mayes, IHEA – Lorri will try to find someone and will serve on committee until such other person is found, IFSCE – Kelsie Engelen or Julie Schreiber, ITEA – Greg Kepner.

Send ideas for Best Practices to Lisa if you have ideas. Please send them very soon because the DE has already sent out inquiries for topics and has presenters identified. T

*Awards and Scholarships – Barb for Dana - May 1 is the due date for submission of all award applications from divisions. The IACTE Teacher Preparation scholarship deadline for submission is also May 1. Dana plans to get something together next week to help us promote this scholarship as it is new and is sponsored by Dave Bunting. We need to get promotion for this out to the members very soon.

*Membership Report – Sandy Miller - Written report included (attached at the end of the minutes)

*Policy Development – Barb Lemmer – Barb asked the board if IACTE should advocate for CTE at the School Administrators of Iowa (SAI) Conference in August 3rd noting that the registration has gone up to \$715. Jeff moved that we attend the Iowa School Administrators Conference on August 3 taking into consideration the increased price for next year. Lorri seconded. Motion passed.

*Communications - Barb will contact Diane Cornilsen for deadline information and pass that on to the board. All division representatives are encouraged to submit an article for the newsletter.

Nominating Committee: Do we have any suggestions for 1st and 2nd V.P.? No names were suggested. We need some volunteers. We need a post-secondary person for first V.P. Brad Colton was suggested. We will extend an invitation to Brad Colton for 1st V.P.

Jeff made a motion to adjourn. Lori seconded. Motion passed. Meeting was adjourned at 8:07 p.m.

Respectfully Submitted,

Sandra Miller, Secretary Pro Tem and Part-time Executive Director

IBEA Report

March 10, 2016

The IBEA Executive Board met February 20. Several two-day workshops are planned this summer. Two collaboration workshops are planned this spring. Our fall conference is scheduled for October 23-24 at the Holiday Inn & Suites in Urbandale. NBEA conference is March 22-26.

Respectfully submitted by Sandy Warning

Executive Director Report

March 10, 2016

1. Health Division paid dues for 56 members. The first newsletter was sent out to these members.
2. Iowa ACTE purchased a closed-back royal blue table cloth and Iowa ACTE logo imprinted white table runner to use with our 6 foot table at advocacy events and division conferences. It worked great and looked sharp at the CTE Day at the Capitol.
3. A successful CTE Day at the Capitol was held Monday, February 8 from 9:00 to 3:00 in the West and South wings of the Rotunda. There were 6 teachers and 12 students showcasing high-quality CTE. Our new table coverings with imprinted Iowa ACTE logo brought a professional look to our table. We gave out the new 2016 State Fact Sheet along with other handouts. The Executive Director made and gave out approximately 85 homemade heart-shaped sugar cookies decorated with "CTE" on each.

The following schools represented Iowa CTE with professionalism and class!

Central Campus, Des Moines Public Schools, Career Opportunities in Health and CNA Programs

Indian Hills Community College, Laser Technology Program

Maquoketa High School, HOSA Program

Southeast Polk High School Industrial Technology Program, Iowa Industrial Technology Expo

4. E-blast was sent to all members about CTE month encouraging members to add CTE month logo to their signature line and social media profile picture.
Second E-blast was sent to all members encouraging them to contact their United States Senator to sign a declaration naming February CTE Month.
5. CTE Day at the Capitol for 2017 is set for Tuesday, January 31! Mark your calendars.
6. Four Webinars are scheduled for professional development for 2015-2016. An email was sent to every member with a flyer and a registration link on March 1st.

Registration so far is as follows:

Instructional Strategies, March 30 -23 registered

Instructional Strategies, Repeated, April 14 – 16 registered

Grading for Learning in CTE, Standards Based Grading 101, Part I, April 12 – 37 registered

Grading for Learning in CTE, Standards Based Grading 101, Part II, April 28 – 33 registered

Total = 109 total registrations as of March 10th.

7. IACTE Conference will be Thursday, Sept. 29th at FFA Enrichment Center, Ankeny. Many sessions have been scheduled, Caterer has been secured. Need to identify Conference Planning Committee.
8. Website Updates are continually being done.
 - a. Quality Association Standards 2015 Winner
 - b. Awards Committee members names and email

- c. Approved Board Minutes for September, October, November, and December have been sent to ACTE to add to web site.
- d. First Newsletter
- e. Need to get new account for Google Calendar to update IACTE calendar

Respectfully submitted by Sandra Miller

IACTE Membership Report

March 10, 2016

Professional Memberships @ \$15 each

Agriculture	158
Business	126
Family & Consumer Sciences	133
Health	57
Industrial Tech	5
Administration	12
School Counselors	1
Sub Total	492

Student Memberships @ \$0

Agriculture	1
Family & Consumer Sciences	20
Not identified	1
Sub Total	22

Total Memberships 514

Respectfully submitted by Sandra Miller



Board Meeting Minutes

1.15.16

CTE: Learning that Works for Iowa

IAAE Iowa Association of Agricultural Educators

IBEA Iowa Business Education Association

IITEA Iowa Industrial Technology Educators Association

IHEA Iowa Health Educators Association

ISCA Iowa School Counselor Association

IFCSE Iowa Family & Consumer Sciences Educators

- I. Attendance - Roll call
Barb Lemmer, Sandy Miller, Lisa Stange, Kyle Kuhlers, Lorri Haskell, Greg Kepner, Dana Lampe, Kendra Erickson, Julie Schrieber
- II. Approve previous board minutes (Dec. 10, 2015) – Stand approved by general consent
- III. Treasurer’s Report & Budget (July 1 – Present) – Sandy Warning sent them out
- IV. Division Reports (highlight upcoming initiatives/concerns/help needed)
 - IAAE – Barb shared that Ag Ed had a meeting last Saturday and reviewed their strategic plan and upcoming June conference and are pushing awards
 - IBEA – Kyle Kuhlers – winter collaboration January 25th in DM and a Spring collaboration Febr. 26th in Hiawatha. National conf is in March 22-26, in Vegas Iowa conference in Oct 23-24. December 16th members of congress said they would maintain Perkins at the same level for next year but Federally they are working on 5 year plan, Kyle will go in January with Hawkeye to state capitol
 - IITEA – Greg Kepner - December meeting and they are seeking a new president, March 2 – 4 is their National Conf. in DC, two of them will be at State capitol for IACTE day and will bring students (Phil Kronin and Greg)
 - IHEA – Kendra Erickson – they are working on getting going this year, planning conference for June 2-3 at Prairie Meadows in Altoona, Kendra is planning on attending the day at the capitol and will do what they can to support IACTE
 - ISCA – Amy DeGroot-Hammer – No report
 - IFCSE – Julie Schreiber – conference in June, next meeting is Feb 20th, there is an FCCLA day at the capitol is coming up. Looking at awards as well and trying to update
- V. ACTE Region III Representative Report – Lisa Stange no updates
- VI. DE Liaison Report – Lisa Stange -- Thanks Pat Thieben for all of your help for IACTE from IACTE, Spring update will be coming and focus will be for Perkins administrators and we are working with IACTE for the fall conference to be focused on Best Practices. Our team in CTE at the DE is almost complete again, a communications person will be hired soon. We have been working with the new program applications rollouts for secondary and CurriCUNET for post-secondary. There have been a few glitches, but that is to be expected with new technology.
- VII. Executive Director’s Report - Sandy Miller – Written report included (attached at the end of the minutes)
- VIII. Program of Work – Committee Reports
 - Conference Planning - Barb Lemmer
 - Spring Professional Development Webinars – Have February person, just need to set up a date. Barb is working on contacting people for March and April
 - 2016 Conference and Committee Membership/Chairperson – Barb is requesting that we have a small stipend for a chairperson for the conference.

She is putting together a proposal for 1,000. We also need one person from every division on the committee. Barb suggested at least two from each division so there could be some consistency. Each division please send Barb an email for the conference committee. (And other committees as well!)

- Awards and Scholarships - Dana Lampe
 - Promotion and submission of awards from divisions—all Iowa ACTE winners have been sent messages to update to move on to Region III (March 1st is the deadline if they get it in by mid-February then the awards committee can look through it and give suggestions to make it stronger) and judges have been set up as well.
 - Talked about changing the date to April for the division awards that go on for the state IACTE awards.
 - IACTE CTE Teacher Preparation Scholarship—this as well as Oran Beaty will be put into the awards portal
- Membership Report - Sandy Miller
- Policy Development - Barb Lemmer
 - CTE Day at the Capitol --
 - National Policy Seminar—See attached – Del Hoover is heading the trip
 - Task Force Report – update will be coming
 - CTE Month Promotion – Lisa and Dana are working on a postage stamp picture to put in your social media and there will be an email going out to encourage people how they sign emails and promote CTE today
- Communications - Diane Cornilsen
 - Quarterly Newsletter -- anyone can write an article and submit it
 - Suggested website changes
- Nominating Committee - Diane Cornilsen
 - 1st and 2nd VP needed Dana will get an email out to past presidents to help out with the nomination process.

IX. Other

- Dana encouraged all division members know what we are doing and communicate with them what we have talked about
- Sandy – promoted June Region III conference
 - Sandy, Lisa, Dana, Greg are all going
 - All Iowa ACTE award winners will be invited
- Sandy – what do we want to do for strategic planning this year – this is part of QSA application. She will set out a program of work to the board for the next meeting. We will need to have a face-to-face meeting sometime in June.

X. Motion to Adjourn -- Dana motion to adjourn At 7:55 AM

Respectfully submitted,

Lisa Stange, Secretary and Region III representative

Meeting at Department of Education

Met with Pat Thieben, Barb Lemmer, Greg Kepner and Pradeep Kotamraju on December 18 to discuss plans for 2016-2017 Iowa ACTE Conference and 2015-2016 Iowa ACTE Professional Development sponsored activities.

Newsletter: *Iowa ACTE Works*

Wrote several articles for the first newsletter.

The first newsletter of the year, which was 5 pages in length, was sent out electronically to all members on Sunday, Dec 20th! This featured our Quality Association Standards award that was received at VISIONS, President's message, Region III award recipient, Executive Director's message, Meet the Executive Director article, photos and descriptions of students at the School Administrator's Conference in August, and School Counselor and School Board Conferences in November.

Membership Form

Sent out our new membership form to all IACTE board of directors, division presidents and Dept. of Education Bureau of CTE staff members to use when a divisions do not have their own membership form.

CTE Day at the Capitol, Monday, Feb 8, 9:00 – 3:00

An email with four attachments was sent to seven teachers interested in attending, Iowa ACTE board members, division presidents, and Dept. of Education Bureau of CTE staff members.

- Three-page Information Sheet with goals and objectives of the day, schedule, guidelines for entering and use of the capitol, how to find your legislator, proper attire and inclement weather plans
- Capitol Complex Map
- Frequently Asked Questions document
- Reservation details sheet

Working with ACTE to secure *Iowa Fact Sheet* and *CTE Works!* handouts for CTE Day at the Capitol.

Iowa ACTE Web Site

The Iowa ACTE Executive Committee and Board of Directors names and email contact information has been updated for the 2015-2016 year.

Will continue to send updates to ACTE to post.

Iowa ACTE Board of Directors and Division Presidents Directory

Iowa ACTE Board of Directors and Division Presidents Directory is complete and has been sent to all Iowa ACTE board members and division presidents to facilitate easier communication.

Health Sciences Dues

Located the correct contact people from the health sciences division. Working with health sciences division to secure dues payment and membership information for members from this division. Approximately 50 members.

Membership

Continually working to establish accurate excel file of current membership and accurate contact information especially correct email addresses.

Table Covering for Advocacy Events

Researching economical, professional-looking table coverings for advocacy events.

Respectfully Submitted,

Sandra Miller

National Policy Seminar

Congratulations to Jake, Jaedon, Blake and Kendra, for being chosen to attend the 2016 National Policy Seminar!!!

I would like to schedule the following dates and times for phone conference calls so that you can be prepared for your National Policy Seminar Experience. Iowa has a long tradition of sending students

to NPS who are well prepared. Our conference calls will have you very well prepared! You are also aware that you may call, text, or email me with questions or assistance anytime.

I believe we have agreement on the time. Let me know if we need further adjustments on the time and if the dates will work for you. We will go to "Plan B" at many times during the course of this experience, so fasten your safety belts! This will be a blast!!!

Attached is an agenda and meeting materials. Please be sure to have these handy during the meeting.

To join the meeting, use the telephone number below and enter the conference code when prompted. If you have calling from a cell phone, please be sure you are in a quiet area free of background noise. Please be close to your computer in the event I need to send you additional materials during the meeting.

Cordially,

Del Hoover, Consultant

Green Hills AEA

ddh202@msn.com

[515-238-8961](tel:515-238-8961)

Phone Conference Calls	Date	Time	Call Information	Topics
Conference Call 1	Monday, January 18, 2016	8:00 – 9:00 p.m.	Call 1-866-685-1580 Conference Code 5152813866 #	Welcome!!! IACTE / ACTE Iowa Congressional Fact Finding: Your n
Conference Call 2	Monday, January 25, 2016	8:00 – 9:00 p.m.	Call 1-866-685-1580 Conference Code 5152813866 #	Perkins Federal Fun Iowa Congressional Fact Finding: Perkin Begin crafting your n
Conference Call 3	Monday, February 8, 2016 *Sean Lynch	8:00 – 9:00 p.m.	Call 1-866-685-1580 Conference Code 5152813866 #	Talking w/ Senators Congressmen* NPS Sessions* Perkins funding CTE Facts Working on your me
Conference Call 4	Monday, February 22, 2016	8:00 – 9:00 p.m.	Call 1-866-685-1580 Conference Code 5152813866 #	Finalizing your mess Navigating Washing Final thoughts Pack your bags!



Board Minutes 12.10.15

CTE: Learning that Works for Iowa

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<u>IITEA</u>	<u>Iowa Industrial Technology Educators Association</u>

- I. Attendance - Roll call
Lisa Stange, Pat Thieben, Sandy Miller, Barb Lemmer, Diane Cornilsen, Greg Kepner
- II. Approve previous board minutes (Nov. 12, 2015) – Lisa Stange approved by consent
- III. Treasurer’s Report & Budget (July 1 – Present) – Sandy Warning sent it via email. All bills have been paid. We have received dues from FCS and Business. Ag should be coming soon as the members are in the national data base so we are waiting for the check from ACTE. Lifetime members pay lifetime dues for Iowa so those should be coming.
- IV. Division Reports (highlight upcoming initiatives/concerns/help needed)
 - IAAE – Jeff Mayes – Barb reported for them. They had a meeting last week and looked at the Task Force report. They had a large group at ACTE. Working on awards.
 - IBEA – Kyle Kuhlert – no report
 - IITEA – Greg Kepner & Dan Kiley – no report
 - IHEA – Ruth Hobson (should be Lorri Haskell) or (and) Kendra Ericson? Pat reported – planning conference and doing a simulation pre-conference. Sandy Miller has contacted them for members and they will have 56 members and are working on payment.
 - ISCA – Amy DeGroot-Hammer – Barb and Sandy have communicated with them.
 - IFCSE – Julie Schreiber & Kelsie Engelken – no report
- V. ACTE Region III Representative Report – Lisa Stange – June conference in
- VI. DE Liaison Report - Pat Thieben – Zoe Thorton started this past month. Lisa Stange will be starting in Jan. CTE Task Force report is out. Legislation is getting passed in congress and still looking forward to things moving. CC in process of hiring someone.
- VII. Executive Director’s Report (highlight upcoming initiatives/concerns/help needed) - Sandy Miller -- Nov 18/19 Iowa School Board. Great student showcasing! We had FCS, Business, and Ind Tech students and programs represented. Our booth was the happening place! Met with Iowa School Counselors yesterday. They want to work with us. Amy DeGroot Hammer is on the board. Recommended we list them as an associated organization versus a division so they are not listed on letterhead, posters, or displays. Lisa shared there are problems at the national level as well. Iowa ACTE Fact sheet has been finalized and approved. Kirkwood will be putting a press release out soon and wants to use it. Membership 131 FCS, 122 Business 146 + 14 AG, 1 Ind Tech, 56 Health plus and additional ACTE 216 from ACTE last year that includes all the AG. (AG and Health have yet to pay) 470 members so we are just 30 short of our goal and those should come from the ACTE division. CTE day at the capitol is Feb 8. We have 1 Ag person committed. We still need to get the other divisions on board. We need to have a strategic planning meeting and a professional development day, 1st and 2nd VP. NPS is coming in

March! Sandy will send out the newsletter to all members once Diane gets the newsletter out. Suggested to have division reps send out a inquiry/renewal suggestion to the old database list to encourage membership after the first of the year and we send the newsletter to current list. ACTE has a fee structure to help us out with membership. Lisa shared that ACTE is helping out in that area as a benefit of Unified membership.

VIII. Program of Work – Committee Reports

- Audit Review - Sandy Warning – no report
- Conference Planning - Barb Lemmer
 - Need professional development ideas for 2015-2016 year
 - Barb was planning a call to Pradeep soon. Pat shared we need to have a sit down meeting to discuss and figure it out. Pat, Sandy, Greg and Barb will meet the 18th from 10 -2. Pat will line up a conference room.
 - Suggestion is for a workshop for leadership of each division to help coordinate efforts.
 - Diane suggested a strategic plan to campaign for CTE in Iowa and have all divisions be a part of the campaign and have it more than just through our advocacy events
 - Fall Conference Date and Committee Membership
- Awards and Scholarships - Dana Lampe
 - 2016 state and regional award process and deadlines
 - Update on IACTE CTE Teacher Preparation Scholarship – next Friday they can discuss it. It was emailed to everyone. Question is if someone getting their endorsement could apply as well. Sandy asked Dave about this and he would be okay if the board was in favor.
- Membership Report - Sandy Miller -- see above
- Policy Development - Barb Lemmer
 - National Policy Seminar - Pat Thieben – still waiting for student names. Need FCCLA (decision will be made this month) and TSA. Pat has done a contract with Green Hills AEA and they will assign someone to be our lead person. Chaperones. We will have a male (lead) and female (Barb). Each group has agreed to put in some money to help. School chaperones – they can come along if they would like and come up with the dollars. AEA will have student sign a release.
 - CTE Day at the Capitol – Feb 8th -- continue to get volunteers. Should Sandy coordinate the divisions or should the divisions coordinate their own tables. Sandy has reserved the rotunda from 9 – 3 (west and south wings). Sandy will send the requirements of displays (ie – no balloons) and other information. They should do their own scheduling, bring own table and display.
 - CTE Promotion – Lisa and Dan will be working on a social media blast for CTE month

- Communications - Diane Cornilsen
 - Quarterly Newsletter – she has everything and is finishing up. Suggestions for Pradeep to have a message, each division president, etc.
 - Diane will work on a small note about membership, etc. to send to the big list reminding about the benefits
 - Suggested website changes
- Nominating Committee - Diane Cornilsen
 - 1st and 2nd VP needed
 - Suggestions? Murray Fenn

IX. Other

- Strategic Planning Meeting – cancelled due to scheduling conflicts

X. Motion to Adjourn at 8:10

Respectfully submitted,

Lisa Stange



Board Minutes 11.12.15

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- I. Attendance - Roll call – Lisa Stange, Barb Lemmer, Dana Lampe, Dan Kiley, Sandy Miller, Kyle Kuhlers, Pat Thieben, Greg Kepner, Diane Cornilsen
- II. Approve previous board minutes (Oct. 8, 2015) – Sandy Miller had corrections to the minutes. Fred is the insurance agent from Forest T. Jones, DeGroot is the correct spelling for ISCA representative, Dean Lange teaches in WDM last minutes. No objections. Stand approved as corrected.
- III. Treasurer’s Report – (July 1 – Present) – Sandy Warning sent them out. Barb will send a document that compares actual to budget. We have \$32,000 in our account currently. The only memberships we have gotten so far are FCS. Pat asked if Sandy got in touch with the Health Occupations person, Micky Cline. Sandy found an email on the membership list last night and will contact her. Dana tried to go to the Iowa Health Educators website and it wasn’t opening. Divisions don’t seem to be sending dollars unless we ask them. Representatives need to help Sandy to follow up to find out where they are in the process of paying dues.
- IV. Division Reports (highlight upcoming initiatives/concerns/help needed)
 - IAAE – Jeff Mayes – Barb reported for them. Nothing new other than they have a big group going to New Orleans next week
 - IBEA – Kyle – just had their conference. 120 members were there. Date set for next year’s conference in October but he didn’t have the exact date. Dana shared that they just started an interest-based mentor project. Young entrepreneurship showcases of successful young business people ZOOM webinars are being done. Trying to take care of the free certification tests (similar to PLW, CASE, ProStart). Dana will be bringing her administrator to get LinnMar on board with the other
 - IITEA – Greg Kepner or Dan Kiley – Dan was unable to go to their last meeting. Still pretty dysfunctional. Greg submitted the following report: IITEA held a conference in October with 85 attendees. Progress has been made in moving forward as an organization.
 - IHEA – Kendra Ericson – Lily Thornton is the new Health Science DE consultant and started last week and will be working on increasing membership.
 - ISCA – Amy DeGroot not here. Said she would serve after Sandy was able to contact with an email after counselors meeting last week.
 - IFCSE – Julie Schreiber & Lisa Konecne –Julie has given a written report that Barb will forward. Securing a student for NPS and they will contribute \$1,000 to the student. Lisa Stange has been hired as the new DE consultant and will begin January 6th. Julie’s report follows: “IFCSE met October 10 to start planning our conference for next year June 12, 13, 14 in Cedar Falls. We also set our committees during this meeting.”

- V. ACTE Region III Representative Report - highlight upcoming items (Lisa Stange) Don't forget the Region III conference in MO this coming June.
- VI. DE Liaison Report (Pat Thieben) – Still one last position in the community college to fill. Mentorship program is going to be starting soon. Modeling after Minnesota's program. Sending 5 people to ACTE. CTE Task force rolled out. Looking to code changes that will be affected.

Executive Director's Report – highlight upcoming initiatives/concerns/help needed (Sandy Miller)

Quality Association Standards Award

The application was successfully submitted by the October 15th deadline. We have been notified of and will receive the Quality Association Standards award this year. It is important that the Iowa ACTE board is fully aware of the criteria so that our work can incorporate these key requirements.

Advocacy Efforts:

Iowa Industrial Technology Education Association (IITEA)

I brought greetings to the IITEA Conference on behalf of Iowa ACTE on October 30th in Ames. They had 85 attendees.

Iowa School Counselor Association Conference (ISCA)

Prairie Meadows Convention Center

Monday, November 2, 8:00 – 9:30 Sandy Miller

Monday, November 2, 9:30 – Noon, Dawn Fichter, Missouri Valley, Health Science, 3 students

Monday, November 2, Noon – 3:30, Kevin Wilkinson, Williamsburg, Industrial Technology, Robotics and 3-D Printer, 4 students

Tuesday, November 3, 8:00 – Noon, Laura Calvert, Waukee Family and Consumer Sciences, Pro Start, Gourmet S'mores, 4 students

Researching our relationship with ISCA

BINGO card door prize donated –stationery items and Target gift card

Iowa Association of School Boards Conference (IASB)

Iowa Event Center, Des Moines

Wednesday, November 18, 3:30 – 5:00, Julie DeBower, Nashua Plainfield, Family and Consumer Sciences, Culinary Restaurant and FCCLA Sports Nutrition National STAR Event, Food Innovations National STAR Event, FCCLA State Officer, 3 or 4 students

Thursday, November 19, 9:00 – 2:00, Becky Knowler, Saydel, High School of Business, 2 students and Phil Cronin, Southeast Polk, Tech Expo, 2 students

Raffle gift donated – Amana, Kalona and Waverly items

Iowa Fact Sheet

ACTE creates, with our help, a Fact Sheet for Iowa ACTE. They asked us to highlight two programs for the “CTE Program Excellence” section.

The two programs that will be highlighted this year are:

Kirkwood Community College – Featuring The Hotel at Kirkwood (Hotel Management, Culinary Arts & Restaurant Management)

Sioux City High School – Health Academy (Project based learning)

CTE Day at the Capitol

Monday, Feb 8

West and south sides of the Rotunda are reserved Iowa ACTE for CTE displays

Hopefully many members of the board of directors will attend to showcase high quality CTE!

Bring your own tables and everything needed for your display.

VISIONS

42 delegates from Iowa are registered
Iowa Voting Delegates are Lisa Stange, Dana Lampe, Barb Lemmer
Kelli Diemer is running for Business representative
State leadership breakfast we have 9 people represented.

Insurance – Sandy was advised to go through our original, Concord General for board insurance. Waiting for a quote to package the conference and general liability together.

VII. Program of Work – Committee Reports

- Audit Review (Sandy Warning)- account from 14/15 was audited and was approved
 - Compare actual numbers to budget numbers
- Conference Planning (Barb Lemmer)
 - Need professional development ideas for 2015-2016
- Awards and Scholarships (Dana Lampe)—
 - 2016 state and regional award process and deadline
 - Sent out a message for the awards portal to who she thought was on the awards committee as a representative from each division. They will meet Thursday Dec 3, 7 – 7:30 AM meeting. Due date to submit applications is March 1st. The portal is currently open. Dana will be contacting the IACTE winners and give them some hints and tips to resubmit.
 - Update on IACTE CTE Teacher Preparation Scholarship
 - Dana will meet with Dave Bunting later this week for criteria and a process. Sandy Miller and Lisa Stange will be on the call as well and will contact Tom Paulson at ISU and Dave has a UNI teacher prep person too.
- Membership Report (Sandy Miller) Sandy and Sandy created a new membership form that they would like us to approve. Since not everyone is on board with unified membership, it makes things tricky. Goal is 500 by June 30th, 2016 – need to think of membership drive ideas.
- Policy Development (Barb Lemmer)
 - Iowa Association of School Boards Convention – November 18-19
 - National Policy Seminar (Pat Thieben) FCCLA, HOSA-Health Professionals, DECA are this year
 - Task Force Report – Where do we go from here? (Dana Lampe) – Does everyone have a copy of the report? Dana sent it out. Pat shared that they are looking at the legislation and then recommendations will be made to the legislature soon. They will be doing a road trip soon to get to people in the state. Sandy Miller is planning to meet with Pradeep to see what we can do to help. Greg suggested another person from the board could go. Kyle suggested that someone develop talking points so we are a unified front and represent our members. By our strategic planning it would be good to work on this. Dana and Lisa will work on this. Dan got a video from Kirkwood about success of a new economy. [VIMEO.com/67277269](https://vimeo.com/67277269) check this out.

- CTE Month Promotion—ACTE has some competitions – Lisa suggested that we might develop a FB profile picture that we could encourage everyone to put on their social profiles that month. Lisa and Dana will work on it in New Orleans and get in touch with the Business and Marketing people to help out with this.
- CTE Day at the Capitol
- Communications (Diane Cornilsen)
 - Quarterly Newsletter ---Deadline Dec 1st. Need Ex. Director and Pres. Message and pictures from advocacy events and ACTE.
 - Suggested website changes
- Nominating Committee (Diane Cornilsen)
 - 1st and 2nd VP needed – Diane will send out an email to the reps and affiliates for submitting names. Sandy Miller and Barb are working on this and it needs to be done at the ACTE level and they will work on it.

VIII. Other

- Strategic Planning Meeting set for December 11, 2015 (need to change the date)
- Send out a doodle poll – Barb will work with Dana to send it out
- Sandy is ordering a new sign for advocacy with updated logos

IX. Motion to Adjourn – Lisa moved we adjourn. Dana Seconded. Next meeting is 2nd Thursday of December – can be cancelled if we have the Strategic meeting close to that time.

Respectfully submitted,

Lisa Stange



Board Minutes 10.8.15

CTE: Learning that Works for Iowa

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

- I. Attendance - Roll call Barb Lemmer, Lisa Stange, Pat Thieben, Jeff Mayes, Sandy Miller, Dan Kiley, Kelsey Engleken
- II. Approve previous board minutes (Sept 18, 2015) Sandy gave a correction under board insurance Forest T. Jones person, Fred Wheeler was recommended by ACTE. Mayes motion to approve minutes Dan seconded. Passed.
- III. Treasurer's Report (July 1 - October 8, 2015) Sandy Warning sent the treasurers report \$ 18,344.09. Region III Profit was \$3,971.68 and we split that profit so we netted \$1,985.84. We still have \$175 showing outstanding for registration. Barb wondered if it might be her registration. We are still waiting for an update from our conference. Checks had been sent from DE for Region III conference and last year's conference. Barb sent a financial issues checklist from ACTE. Sandy could do the majority of it with ease so she will get us a report about it at the next meeting.
- IV. Division Reports
 - o IAAE – Mayes shared they are having some membership problems. Gearing up for VISIONS and national FFA.
 - o IBEA – Lemmer plans to attend their conference to give IACTE greetings next month.
 - o IITEA – Dan contacted schools to go to SAI. Clear Creek Amana (ACE) and Rockwell City (?) they will be interested in future events. Need to send Board member to give greetings at their conference the end of this month 29-30. Sandy Miller will be happy to go. Dean Lange is the president and teaches at SE Polk.
 - o IHEA – Pat shared their conference is next June at Prairie Meadows. There is a Health Science professor that would be happy to have her students come to one of the Advocacy events. Pat forwarded her email to Barb. They are doing a test writing and item analysis workshop this month.
 - o ISCA - Need to send Board member to give greetings at their conference November 2 and 3 at Prairie Meadows. Sandy is planning to go help set up the exhibit and will give greetings. Sandy will need to contact the president or the board representative, Amy DeGrote.
 - o IFCSE - Key leader meeting this Saturday. Conference is in June in Waterloo and UNI.
- V. ACTE Region III Representative Report (Lisa Stange) No report
- VI. DE Liasion Report (Pat Thieben) CTE Task Force is meeting later this month to roll out the recommendation to be made for the legislature. Within the next two weeks we should have the Health and FCS reps hired. Not sure when those will start. Working to fill two other positions. Pradeep, Pat, and Jeremy are currently in Orlando at the CTE Summit, which has

been full of great information. Jeff Mayes asked if Perkins dues could be used to pay dues. If there is an organizational membership, it is possible.

VII. Program of Work – Committee Reports

- Audit Review (Sandy Warning)
 - Annual Audit (2014-2015 Year) Sandy Miller has additional information on insurance. Recommendation is to keep the officer and board insurance that we do have and in place of conference insurance get liability insurance to cover the whole year for all our events (advocacy, meetings, conference, etc.). She will check with our current agent to give us a quote on liability as a bundle with our officer insurance. Barb asked that we have a couple of quotes to compare. Jeff will send the name of the person he uses.
- Conference Planning (Barb Lemmer) put on hold until the affiliates have a meeting. Barb shared that it had been thought to meet connected to the Fall Perkins meeting. Pradeep wants to do a pre-conference with updates and showcase, best practices, etc. There is \$4500 set aside for us – we could possibly use this for PD and that can free up 2000 for an NPS student. We need to determine how to do that soon if we want to use those dollars this year. We need to decide how to use those dollars by June 30.
 - Review committee membership
 - Review call with Pradeep about 2016 conference plans
 - DE Grant \$2,500 for professional development
- Awards and Scholarships (Dana Lampe)
 - Review committee membership
 - Update on communication efforts with divisions
 - Update on IACTE CTE Teacher Preparation Scholarship
 - Ag division winner will be honored at the banquet. Barb and Dana are going to the banquet to support so we will pay Dana's since she is on the Region III committee. Pat and Pradeep will be there too.
- Membership (Sandy Miller)
 - Review committee membership
 - Membership Report by Division – 436 plus 24 for Health without lifetime Ag members. She gave us the numbers by division (will send them to us via email). Since Business is having their conference this fall they will have more members adding soon. FCS – we are still waiting for payment of dues from the summer and hope there is a resolution soon. Ag is our largest group. Health has no names or dollars received currently. Pat will check with Nicole next Friday. There are about 70 members that have are expired. Sandy is working with ACTE to use the customization module and hoping to put some Iowa data out. Pat said when she recently joined she had to pay the Iowa dues as well using her credit card. Sandy did hers with a check and didn't have to. Sandy will talk to them to find out how to do that if they have already paid Iowa dues. Barb suggested we have a strategic meeting to determine how to pay dues and eliminate that double

payment. Student dues are currently \$5 for Iowa. Jeff moved to change the student dues to zero dollars. Lisa seconded. Sandy shared that the policy and bylaws there is mention of this issue. Passed.

- Policy Development (Barb Lemmer)
 - Review committee membership
 - CTE Task Force Report (Dana Lampe)
 - Iowa School Counselor Association - November 2-3
 - Iowa Association of School Boards Conference - November 18-20
- All divisions need to find someone for the 5 slots for advocacy – 1st week in November at the counselors. Sandy needs to know who is coming to the advocacy events. Monday and Tuesday Nov 2 - 3 is the first advocacy event. Barb will adjust time slots to 5. It is hoped that each division can fill a slot.

At 8 AM several people needed to leave. Lisa moved we adjourn and table the rest of the items. Meeting adjourned at 8:05.

National Policy Seminar

- CTSO students attending NPS
- Adults attending NPS
- Del Hoover will be coordinating NPS in 2016
- \$100 contribution from each participating CTSO
- CTE Day at the Capitol
- Theme for the day may need to be related to Task Force Report
- Communications (Diane Cornilsen)
 - Quarterly Newsletters
 - Suggested website changes
 - IACTE banners needed
- Nominating Committee (Lisa Stange)
 - Finding a 1st and 2nd VP

VIII. Other

- Vision2015
 - Confirm attendance
 - State Leadership Training Program
 - State Association Leadership Breakfast attendees - not sure how to sign-up for this event
 - ACTE Awards Banquet - support for Dana to attend banquet @ \$75/ticket
 - Contribution for State Basket – If there is one, Lisa will take care of it.

Respectfully submitted,
Lisa Stange
Secretary



Board Minutes 9.18.15

CTE: Learning that Works for Iowa

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

- I. Attendance - Roll call – Barb Lemmer, Lisa Stange, Jeff (Tex) Mayes, Sandy Miller, Dana Lampe, Greg
- II. Approve previous board minutes (July 21, 2015) – Jeff moved we approve minutes, Lisa 2nd approved
- III. Treasurer's Report (July 1 - Sept. 17, 2015) – Sandy will send us an updated report, Lisa needs a report for the Regional III conference expenses. Money from the DE remains at the Iowa level.
- IV. Division Reports -
Ag (Jeff) nothing new to report. Delegation of about 10 will be going to joint AAE and ACTE conference. Moving forward with strategic plan for fall programming for team AgEd.
Business (Dana) Board meeting is in October so that is when they meet.
FCS (Lisa) – FCCLA ex. Director and STAR coordinators resigned the end of the summer. New director, Timothy Marx was hired and has been in contact with ACTE for help with setting up guidelines and reports. They have been very helpful.
Ind Tech (Greg)- getting ready for a conf. Oct. 29-30 so hopefully the division will get going again
Health, Counselors – no reports
- V. Program of Work – Committee Reports
 - o Audit Review (Sandy Warning)
 - July 1, 2014 - June 30, 2015

Board insurance

Sandy Miller – Board insurance –Our policy with Allied included kidnapping and workplace violence –Forest T. Jones person (Fred Wheeler) looked it over for us and said it was good and that we should also have conference liability insurance. Sandy Warning said we have another for that. Fred said both pieces would cost \$1,000 for each as a ballpark figure. Jeff moved that we pay the premium to Allied for directors and board insurance. 2nd by Lisa. Passed.

Barb suggested we do the same review with conference insurance for the next meeting.

 - o Conference Planning (Barb Lemmer)
 - Pat Thieben is going to write the request for a conference check from the DE this year since Del Hoover has retired. \$2500 is typical amount we ask for.
 - Division representatives needed
 - 2016 conference plans – since we do not have a conference date planned Barb suggests another type of professional development with divisions. Webinars could be a part of this, perhaps with the Task Force information. Barb will talk with Pradeep for ideas. Jeff thought our one day topics conference were useful

this summer. Maybe we could look at just a one day without overnight in fall of 2016. What can we use the dollars for this year? Another idea would be to have all divisions in for the strategic planning meeting in December. ? Division reps are asked to bring this back to their groups.

- Awards and Scholarships (Dana Lampe)
 - Bunting – CTE teacher scholarship of \$1000 a year – this committee will need to contact Dave for this and set up the process.
 - Division representatives needed
 - Document a process to be distributed to each Division
 - Establish timeline for awards submissions – State Level 2016 March 1st- FCS is done, Business and Ind Tech will know in Oct., Ag in Jan. These will need to go to the portal. Last year's who are in the system from last year are in the awards portal and need to go on to Region III and March 1 is also the deadline. It might help to have committee members review them so the letters are good. Dana will be on the national interview teams this year so she have some great ideas and feedback for people.
 - President Obama has added National CTE scholarships – we need to investigate this and a process. First deadline is Oct. 15th. Sandy recommended that we encourage secondary students to apply this year through our divisions. Dana recommended we have a communication sent out to divisions as to what it is. Sandy Miller will write this up and make sure they are aware of this soon.
- Membership (Sandy Miller)
 - Identify dues remitters for each division
Sandy has a spreadsheet from Dave and one from Sandy Warning. They are different. Sandy's is up to date. Sandy Miller is going to get in touch with ACTE for help in updating the database. There are about 550 members on Sandy Warnings list. Dates are what are confusing because of when they join and not all are ACTE in addition to IACTE.
 - Options to maintain membership database – Barb wondered if ACTE has a system where we can enter Iowa names only. Sandy will check into that. Discussion on deciding on a membership year. Table the discussion for next meeting so Sandy gets some time to work with the lists.
 - Sandy Miller would like a list from each division members who paid the dues for Iowa.
 - There still has not been a resolution from FCS conference payment and dues for IACTE. Barb will get in touch with Julie to see how that gets resolved.
 - ACTE says it is \$5 for student members to join Iowa ACTE nationals. Barb will check on the history and how our policy and bylaws read.
 - Jeff brought up if we could do a district (school) dues – it is in our bylaws, what is the cost. (and what are the benefits of Iowa membership in addition to ACTE benefits) and is it Perkins allowable (Del question?)

- Policy Development (Barb Lemmer)
 - School Administrators – only division that was represented was Ag. FCS and Ind tech did communicate but were unable to find students to participate. For the upcoming meetings, each division rep needs to help find schools to attend. Barb will set up a schedule and copy Sandy Miller as well. Dana suggested there is a google doc with the times created and then we can fill in the time slots.
 - Iowa School Counselor Association - November 2-3 - -not sure we are signed up yet. Sandy Miller will check with Sandy Warning to pay it. It is in our budget.
 - Identify participating Divisions **with students** to showcase CTE
 - Iowa Association of School Boards - November 18-20
 - Identify participating Divisions **with students** to showcase CTE
 - National Policy Seminar (Discussion and Motion)
 - Please refer to the attached NPS Student Organization Rotation Schedule
 - Need for have divisions select participating students by November 1st – Del Hoover needs those names --
 - CTE Day at the Capitol
 - Need to schedule a day - Sandy Miller will be calling

Rest of the agenda is suspended until next meeting.

Dana moved we adjourn at 8:15. Greg seconded. Passed.

Respectfully submitted,

Lisa Stange

Remaining Agenda items not discussed:

- Communications (Diane)
 - Quarterly newsletter
 - Website changes and updates
- Nominating Committee (Lisa and Sandy)
 - Finding a 1st VP
 - Finding a 2nd VP

VI. Other

- Board contact information
- Quality Association Standards (QAS) Award



Board Meeting Minutes 7.21.2015

CTE: Learning that Works for Iowa

IAAE	<i>Iowa Association of Agricultural Educators</i>
IBEA	<i>Iowa Business Education Association</i>
IITEA	<i>Iowa Industrial Technology Educators Association</i>
IHEA	<i>Iowa Health Educators Association</i>
ISCA	<i>Iowa School Counselor Association</i>
IFCSE	<i>Iowa Family Consumer Science Educators</i>

Location of Meeting:

LRC Building south of Linn Mar High School
2999 North 10th Street
Marion, IA 52303

Call to Order: The regular meeting of the Board of Directors of Iowa Association for Career and Technical Education (IACTE) was called to order on July 21, 2015 at the LRC Building by Barb Lemmer, President, at 9:10 AM.

Sandy Miller was appointed to take minutes.

Attendance--Roll Call: Barb Lemmer (President), Sandy Warning (Treasurer), Jeff Mayes (IAAE Rep), Dana Lampe (Region III and IBEA), Julie Schreiber (IFCSE), Dan Kiley (IITEA), Del Hoover (DE), Sandy Miller (ex. Director)

Approval of Minutes: Motion was made by Jeff Mayes and seconded by Dana Lampe to approve the minutes from the previous conference call meeting. Motion was approved. It was stated that the Conference Call minutes included approval to hire Sandra Miller as part-time Executive Director, pay her IACTE Conference registration of \$75 and waive her Region III ACTE conference registration.

Treasurer’s Report: Was given by Sandy Warning. See attached Treasurer’s Report July 1, 2014 – June 30, 2015. See attached July 20th Treasurer’s Report.

\$1,973.34 will be sent to Region III for Region III Conference profit which is half of the profit.

There was discussion on transferring the bank account to Bloomfield from Collins Community Credit Union, Cedar Rapids. Sandy Warning presented information on several different bank options. Dana Lampe made a motion seconded by Jeff Mayes to move the IACTE bank account to Iowa State Bank in Bloomfield, IA and to look into getting four generic IACTE credit cards. Motion was approved.

A motion was made by Jeff Mayes and seconded by Dana Lampe to suspend the rules in the Policy Handbook about reimbursement of associated personal mileage. Approved.

A motions was made by Jeff Mayes and seconded by Dana Lampe to reimburse individuals today at \$.39 per mile (state rate) to attend this meeting. Motion was approved.

Membership Report: Barb Lemmer gave a report about the different divisions and the organizations that tie into IACTE. Ag and FCS require members to pay IACTE dues if they attend their conferences.

Jeff reported that IAAE has stepped up advocacy to business and industry and at the School Board Association conference. They treat paid and unpaid members of the Ag associations the same. Advocacy is a huge element and the Ag division wants this piece of IACTE. They have 160 registered/billed members this year. They are trying to secure members by September 30th.

Dan Kiley is in charge of IITEA dues.

Julie Schreiber reported that there were 130 FCS division members that attended the IACTE Conference where IACTE dues were also collected.

Barb says that ACTE would do a Webinar for membership chairs. Future plans are to look at Institution Membership and how that could work for IACTE.

Future Dates of Board Meetings: It was decided to have Conference Calls the 2nd Thursday of every month from 7:00 – 8:00 AM, with the next meeting to be September 10th. There will be a face-to-face IACTE meeting Friday, Dec 11th at the FFA Enrichment Center in Ankeny to include strategic planning and membership.

Executive Committee Report: A motion was made by Dana Lampe and seconded by Jeff Mayes to approve the appointment of Sandy Warning as Treasurer. Motion was approved.

Standing Committee Reports:
Membership Committee

Policy Development Committee
National Policy Seminar (NPS) was discussed.

Barb voiced some concern about the functioning of committees. After some discussion it was suggested that each Division find two people to serve on the Awards and Scholarship, Conference Planning, Membership, and Policy Development Committees. The Audit Review, Communications and Nominating Committees do not need Division representation.

Advocacy:

School Administrators of Iowa Conference (SAIC) August 5, Exhibit time is 8:00 – 4:00. Registration fee for an exhibit booth has been paid. Barb Lemmer and Sandy Miller will attend. Barb will bring students, table, table cloth, etc. Sandy will bring IACTE posters. Each division is responsible to try to find students to demonstrate student learning taking place in CTE classrooms.

Iowa School Counselors Convention (ISCAC), Nov 1-3, 2015

Iowa Association of School Boards, November 18 – 19, Contract has been signed for an exhibit booth. Trade Show Nov 18, 3:30 – 5:00, Nov 19, 9:00 – 2:00.

IACTE Meeting with Perkins Update

2016 National Policy Seminar (NPS) – This year FCS, Health, Industrial Tech and Marketing Divisions have been designated to have a student attend. IACTE has budgeted \$2000. Last year approximately \$8,000 was spent with the DE contributing \$2,000 of that. It was suggested that by November 1st each organization should ask their division for what they can contribute to send their student to NPS. IBEA and Marketing already decided to contribute \$100. Ag has decided to send and pay for their own student(s) to attend.

ACTE Visions Conference, November 19 - 22, 2015 Barb, Dana and Lisa will attend from IACTE. It was stated that Dana and Barb have attended Exec. Director meeting at ACTE Conference in previous years.

IBEA Conference Oct 25-26

State Task Force: Dana Lampe gave a report from the CTE Task Force “Draft Career & Technical Education Task Force Proposed Recommendations” July 10, 2015. There are many areas of business, industry and education represented on the task force. They have talked about “what does professional development look like for CTE?” They have discussed work based learning experiences and how this looks recognizing Workplace Learning Connections (Intermediaries). Career Academies are also a facet. The task force came from Industry demand for workers.

Conference: Barb questioned the purpose of Conference. She stated that Professional Development is being done at the Division conferences. Is the conference for advocacy or for IACTE to have a fundraiser? Some different charging options were proposed. Could IACTE charge \$200 for the summer conference and give a fall in-service Free? Is there a possibility that IACTE conference could be held in conjunction with the Perkins Update?

Time ran out before the last two items on the agenda were addressed: **Concepts/goals for 2015 – 2016** and **Update/Revise Documents**.

The meeting was adjourned at 3:20 PM by Barb Lemmer.

The next meeting will be a conference call on September 10, 2015 at 7:00 – 8:00 AM.

Respectfully Submitted,

Sandra Miller, Exec. Director



IACTE Annual Assembly of Delegates

Ankeny, Iowa

Minutes June 23, 2015

Meeting called to Order by Barb Lemmer, 1st Vice President in President Diane Cornilsen's absence at 4:04.

Roll Call of Delegates with numbers in attendance by Dave Bunting, Executive Director. Agriculture 7 of 11, Business 3 of 11, FCS 8 of 8, Health 2 of 8, Ind Tech 1.

The IACTE Executive Board introduced themselves to the Assembly.

Pat Thieben moved we dispense with reading the Minutes from 2014, Jeff Mayes 2nd and it passed.

Sandy Warning, gave the Treasurer's Report for the 2014-2015 Fiscal Year and handed out a spreadsheet. The books were audited in October and found to be sound. Region III advanced us dollars to help with conference expenses and we will then split the proceeds and pay back the advance, so the balance looks a bit skewed currently. Our current balance is 23, 703.31 but the annual conference bills have not been paid yet.

Standing Committee Reports

Committee Chairpersons

- Audit Review
in good shape
Lisa Stange
- Awards and Scholarships
Dana Lampe
We are always in need of nominees from each division. Shared the process that we are working with ACTE to do online which helps ensure that we have nominations go forward to Regional and National levels. We are still in need of a Career Guidance nominee.
- Conference Planning
Barb Lemmer
A survey will be coming out for the next conference options.
- Membership
Sandy O'Brien
We are currently at 850 members on the books. Iowa ACTE \$15 dues will come into effect July 1, 2015.
- Policy Development
Barb Lemmer
Barb ordered a lot of materials from ACTE for communications. Diane has students that will be making a booth for us to use at our event and division conferences. There has been discussion that each division would pitch in some dollars to help with that, but we are not sure it is needed at this point in time.
- Communications
Barb and Dave
The website is now hosted by ACTE and very smooth and better yet, FREE! Diane also put out excellent quarterly newsletters to members this year and we need divisions to submit articles to the president for inclusion.
- Nominating
Dana Lampe
Tom LaShae had to decline the VP position as he has a new position that will not allow him to serve. Sandy O'Brien has agreed to fill that position as 1st VP. Sandy Warning has shared that she will continue as treasurer. 2nd VP is open and we need a secondary person to fill that spot. Our new executive director, Sandy Miller was introduced. We



IACTE Annual Assembly of Delegates

Ankeny, Iowa

Minutes June 23, 2015

thanked Dave for the great work that he has done for our organization through the years.

Reports from Division Representatives

- Agricultural Education (IAAE)-written and oral report given
- Business Education (IBEA)- written and oral report given
- Guidance and Career Development - no report
- Family and Consumer Sciences Education (IFCSEP) oral report given
- Health Education (IHOE) oral report given
- Industrial Technology Education (IITEA) written report given

Dave Bunting shared information about the 2015 ACTE Region III Conference that is in Cedar Rapids the end of the week. This year it is Iowa's turn to host and it is on the Kirkwood Community College Campus. We have over 80 attendees registered from our Region III partner states. Next year, Missouri is the host state.

Dave Bunting shared a written Executive Director's Report. Advocacy is an everyday thing for us and something that Dave feels we need to continue. We are the only ones that showcase our product at advocacy events – our students! Thanks to all divisions who worked to get their students at our hosted events. Dave also announced a personal scholarship gift that he is setting up through IACTE for future CTE teachers. See the report for specifics.

New Business

- Proposed Budget for the 2015-2016 Fiscal Year Barb Lemmer, 1st Vice President
 - Barb presented the budget for next year. Motion to approve by Greg Kepner, 2nd by Eric Weuve, passed.
- Options for 2016 IACTE Conference Barb Lemmer, 1st Vice President
 - Barb shared that the board will be looking at options for the conference next year. Affiliates need to be sure to express their wishes to their board representatives.

Moved for adjournment by Jeff Mayes, 2nd by Kevin Buck. Passed.

Respectfully submitted,
Lisa Stange, Secretary