



**Iowa ACTE Board
Meeting Minutes
10.18.2021
4:30 p.m.**

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
IWBL	Iowa Work Based Learning

- I. Call to Order: Greg Krawiec, President
- II. Attendance – Roll call
 - a. *Anna Brooks, Greg Krawiec, Sandy Warning, Tara Troester, Cale Hutchings, Sandra Miller, Doralene Abdel-Halim, Matt May, Karen Van De Walle, Susan Seufferer, Greg Kepner*
- III. Approve previous board minutes - 8.16.2021
 - a. *Doralene Abdel-Halim Approved. Matt May Second*
- IV. Treasurer’s Report (quarterly) – (sent to board) Sandy W.
 - a. *See Page 4 attached*
 - b. *Conference Expenses:*
 - i. *15,560 registrations*
 - ii. *5,000 from sponsorship*
 - iii. *Waiting for end of October for final payable bills*
- V. Division Reports (briefly highlight upcoming initiatives/concerns/help needed)
 - a. IAAE – Jessica- *No report*
 - b. IBEA – Barb – *See attached pg. 5*
 - c. IFCSE – Doralene/Nancy
 - i. *Successful conference. With good workshops on fashion, interior design, and FCCLA*
 - ii. *Can we partner with other conferences to lower charges on credit card? Idea from Sandy – look into Paypal*
 - iii. *Working on gathering survey responses – but aligning with IACTE was positive*
 - iv. *Starting quarterly newsletter with updates from DE and IACTE*
 - d. IHEA – Tammy- *No report*
 - e. IITEA – Matt
 - i. *77 signed up for conference*
 - ii. *Working on survey results, going to discuss unification at the next board meeting*
 - f. IWBL – Tara
 - i. *In progress of planning conference*
 - ii. *Using Eventbrite for registration – opening in a month*
- VI. ACTE Region III Representative Report – Greg Kepner
 - a. *Giving out awards for public service announcements*
 - b. *Policy meeting and business meeting – December 1st*
 - c. *Having a meeting soon to discuss tours, keynotes, and session proposals*
- VII. DE Liaison Report – Cale
 - a. *Launching Perkins V application via comprehensive local needs assessment*
 - i. *Working on refining process*

- b. *Looking into work-based learning push – working on updating these documents and new requirements*
 - c. *Looking at ways to recruit and train new educators*
- VIII. Program of Work - Standing Committee Reports
 - a. Audit Review – Sandy W.
 - i. *Submitted but not received word back from auditor*
 - b. Awards and Scholarship – Barb
 - c. Conference Planning – Karen
 - i. *Next year: September 20, 2022*
 - d. Membership – 2nd V.P.
 - i. *Located within Sandy's report*
 - e. Policy Development – Susan
 - f. Communications - Susan
 - g. Nominating - Susan
- IX. Ad Hoc Committee Reports
 - a. By-laws – Greg Krawiec
 - i. *A quorum was lost at House of Delegates before Bylaws revisions could be voted on so they will be voted on through email as written in the current Bylaws.*
- X. Ex-officio reports
 - a. Executive Director – (sent to board) Sandy Miller
 - i. *See attached. Page 6-8*
- XI. Unfinished Business (Program of Work)
 - a. 2021 Conference
 - i. 2021 Conference Summary (sent to board) Sandy W.
 - ii. Conference Follow-up survey was sent out
 - iii. Thank you to all board members
 - b. Presidential Scholar Nominations
 - i. Rubrics are due Saturday, October 23 @ midnight
 - ii. It is important to judge all candidates so that scoring is fair.
 - iii. SM will tabulate and advance top five nominees to Dennis Harden/Ann Lebo
 - c. Region III Conference 2022
 - i. Planning continues and will gear up in the next months
 - ii. Call for proposals will come out soon
 - iii. Keep marketing it in your CTE circles
 - iv. *Lisa and Sandy are going to meet to walk through Embassy Suites at some point this fall*
 - d. CTE Day at the Capitol:
 - i. Tuesday Feb 8, all are welcome, let's fill the rotunda
 - ii. Registration(free) to follow in Nov/Dec
 - iii. Governor Reynolds will be asked to sign Feb as CTE Month proclamation
 - e. ISCA and IASB Conferences
 - i. Need people to lock in their times/days
 - ii. CTSOs may help also
 - f. CareerTech VISION

Iowa ACTE
Treasurer's Report
July 1 - September 30, 2021

<p>Income</p> <p>Conference</p> <p>Exhibitor 5,550.00</p> <p>Registration 15,749.09</p> <p>Support 5,000.00</p> <p>Total Conference 26,299.09</p> <p>Dave Bunting Scholarship 1,000.00</p> <p>Interest Earned 5.92</p> <p>Membership Dues 2,115.00</p> <p>Misc Income 67.05</p> <p>Total Income 29,487.06</p> <p>Expense</p> <p>Advocacy Expense</p> <p>ISCA Booth 505.00</p> <p>Total Advocacy Expense 505.00</p> <p>Conference Expense</p> <p>Awards 114.53</p> <p>Catering 6,539.84</p> <p>Expense 403.01</p> <p>Facilities 2,910.00</p> <p>Registration Credit Card Fees 312.60</p> <p>Conference Expense - Other 1,297.36</p> <p>Total Conference Expense 11,577.34</p> <p>Dave Bunting Schol Recipient 1,000.00</p> <p>Executive Director 2,400.00</p> <p>Operating</p> <p>Board Meetings 1,269.72</p> <p>Miscellaneous 8.75</p> <p>Treasurer Bonding Insurance 100.00</p> <p>Total Operating 1,378.47</p> <p>Professional Development</p> <p>Region III Conference 1,379.83</p> <p>Total Professional Development 1,379.83</p> <p>Total Expense 18,240.64</p> <p>Net Income 11,246.42</p>	<p>ASSETS</p> <p>Current Assets</p> <p>Checking/Savings</p> <p>Community 1st CU 493.45</p> <p>IACTE 47,775.37</p> <p>Total Checking/Savings 48,268.82</p> <p>Accounts Receivable</p> <p>Accounts Receivable 9,650.00</p> <p>Total Accounts Receivable 9,650.00</p> <p>Other Current Assets</p> <p>Comm 1st CU -500.00</p> <p>Undeposited Funds 125.00</p> <p>Total Other Current Assets -375.00</p> <p>Total Current Assets 57,543.82</p> <p>TOTAL ASSETS 57,543.82</p> <p>LIABILITIES & EQUITY</p> <p>Equity</p> <p>Opening Balance Equity 46,297.40</p> <p>Net Income 11,246.42</p> <p>Total Equity 57,543.82</p> <p>TOTAL LIABILITIES & EQUITY 57,543.82</p>
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Iowa Business Education Association
Report to IACTE Delegates
October 18, 2021

Finding Your Focus through IBEA conference was held September 26-27, 2021, Holiday Inn & Suites Des Moines-NW, 4800 Merle Hay Road, Urbandale, IA. There were 48 registrants. Dawn Bowlus and the BizInnovator Team presented the curriculum and had an interactive project.
<https://www.ibeaonline.org/keynote>

At the IBEA Board meeting the IACTE unification process was briefly discussed. There were several members interested in how the unification payment would work since it is combined with the IBEA registration fee and how it will affect retirees.

Sandra Miller, IACTE, shared greetings from IACTE.

Throughout the conference, encouragement to nominate award recipients was shared.

Respectfully submitted,

Barbara Schult, MBA
IBEA Representative



**Executive Director
Report
10.18.2021**

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Program of Work:

Member Value and Engagement

Membership Report:

149 Memberships paid this fiscal year:

- 82 from IFCSE Conference
- 26 from ACTE - July, August, September, October
- 5 sent to SW or SM
- 24 from service areas other than FCS from Conference Registration
- 12 online

Annual Report to ACTE and Quality Association Standards Award

We successfully submitted the QAS which includes the mandatory Annual Report by October 15. The Annual Report is mandatory to remain in good standing with ACTE. The purpose of the QAS is to provide benchmarks for state associations to determine levels of performance and satisfactory service to their members and prospective members.

Division Conferences: Greetings along with an exhibit table were brought to several division conferences

- IITEA – Sept 20 at Iowa Speedway, Knoxville – Greg Kepner
- IFCSE – Sept 20 at FFA Enrichment Center, Ankeny – Sandy Miller
- IBEA – Sept 27 at Holiday Inn, Merle Hay Road, DM – Sandy Miller

Website updates:

- 2021-2022 Board of Directors contact information – Will updated after 2nd VP Election ceases
- Updated CTE Presidential Scholars information
- 2021 - 2022 IACTE Membership Form
- Proposed bylaws revisions prior to conference
- Conference information

2nd Vice President Election:

- Open for voting October 4 - 19
- Electronic ballot sent to all who were members by June 30

Professional & Leadership Development

Iowa ACTE Best Practices Conference was a success. Sept 21, 2021, FFA Enrichment Center, Ankeny, IA

- 187 Registered, 16 Exhibitors with 17 tables plus 8 CTSOs exhibits
- 6 session sponsors (+\$250) and 1 General Session sponsor (+\$350)
- Director Ann Lebo gave remarks at the Luncheon Session
- Keynote speaker Kate Creamer, Advance CTE
- DE Speaker Dennis Harden, CTE Bureau Chief

- ACTE speaker Kelli Diemer
- 26 Concurrent Sessions
- Awards were presented
- Dept of Ed helped sponsor the conference
- Membership was promoted with discounted conference registration fee
- SCHED app was used successfully
- Magnetic name badges for Board of Directors
- Ordered blue embroidered polos for Board of Directors, received evening of conference, Queensboro gave full refund of \$262.73
- Gavels given for past presidents – Laura Van Waardhuizen (last year virtual conference) & Susan Seuferer
- Received publications from ACTE for Iowa ACTE conference and advocacy events
- Save the Date Sept 20, 2022 Iowa ACTE Best Practices Conference, FFA Enrichment Center

Leadership Fellows Program

- Eblast to all members
- Letter of Support for Administrative Fellow Application, Amy Meihe, Waterloo Career Center

CareerTech VISION

- Grant Wood AEA RPP is paying for my Flight, Registration & Lodging

NEDA (National Executive Directors Association)

- Membership paid for 2021-2022
- Will give NEDA Liaison Report to ACTE Board on Tuesday, Nov 30

Advocacy and Awareness

Iowa School Counselors Conference (ISCA): at Iowa Events Center, Des Moines

Nov 15 7:15 a.m. or 9:00 a.m. – 4:00 p.m.

Nov 16 7:30 a.m. - Noon

Iowa Association of School Boards (IASB) conference: Iowa Events Center, Des Moines, Booth #135

November 17, 2021, 3:30 – 5:00 with set-up prior

November 18, 2021, 9:00 a.m. – 2:00 p.m., Set-up 8:00 – 9:00

CTE Day at the Capitol: February 8, 2022, 7:00 – 2:00. Let's fill the Rotunda with displays from every division! Spread the word in your divisions. A registration form will be sent out. There is no registration fee.

NPS (National Policy Seminar)

- Beginning to work with DE on CTSO rotation and getting student names
-

Strategic Partnerships

Presidential Scholar Nominees

- Zoom with Dennis and DE staff to coordinate Presidential Scholar nomination process and deadlines
- Eblast sent to all members and CTSO Directors
- 23 Total nominations for 20 people (1 person nominated 4 times, 1 in Business and 3 times in FCS) Both Ag and FCS needed to reduce nominations down to top 5

- Service Area Nominations – 7 Ag, 5 Business, 6 FCS, 3 Ind Tech, 2 Information Solutions
- Judges – Greg Krawiec, Greg Kepner, Jessica O’Connor, Barb Schult, Doralene Abdel Halim or Nancy Johnson, Tammy Steinwandt, Matt May, Cale Hutchings, Sandy Miller

Innovation

Region III CTE Teacher Shortage PSA Contest

Respectfully submitted,
Sandra Miller