



**Iowa ACTE
Board Meeting
Agenda
Oct 16, 2024
4:30 PM**

CTE: Learning that Works for Iowa

IAAE	Iowa Association of Agricultural Educators
IFCSE	Iowa Family & Consumer Sciences Educators
IITEA	Iowa Industrial Technology Educators Association
IPACE	Iowa Postsecondary, Adult and Career Education
IWBL	Iowa Work-Based Learning

[Iowa ACTE By-Laws & Policy Manual](#)

- I. *Call to Order* – Marjorie Lane
- II. *Attendance* – Roll call - Amanda Brink
 - a. Present: *Kristen Bandy, Marjorie Lane, Emily Logan, Ashlee Spannagel, Laura VanWardhuizen, Jennifer Westfall, Jessica Lavicky, Shawn Peck, Cale Hutchings, Tara Troester, Amanda Brink*
- III. *Approval of Agenda -Marjorie Lane*
Moved: Shawn Peck; 2nd: Tara; Approved
- IV. *Treasurer’s Report - Kent Storm*
report will be shared at next meeting; Kristen shared all transactions have gone through; Iowa ACTE will be using QuickBooks online
- V. *Strategic Plan Work (Next 2-3 years) - Kristen Bandy and Ashlee Spannagel*
 - a. Hire on a 3rd Party ([C&T Strategies](#)) to Aid with a Strategic Plan?

Discussion was held in regards to survey results; if the board is to be productive and moving forward, it is important to have more than 4 respondents - the board members should function and be productive, which entails being active participants in the review of the C & T Strategies proposal

In regards to the proposal, if the board thinks the proposal is too lofty, what are other options? Question around if there is a conflict with hiring out this work when one of our own board members could complete it (Kent) - It could also be a conflict of interest if there is a monetary gain for a board member.

*Idea: Instead of moving forward with the complete proposal, could the board take the optional add on and have the survey and subsequent analysis be used to help drive the work of our board forward. More or less, looking at a needs assessment for Iowa ACTE members. After an in-depth and productive discussion, a motion was made to hire **C&T Strategies** to conduct a survey of our membership, as well as all CTE professionals across the state. The board approved a budget of up to **\$2,500** for both the survey process and the analysis of the results. Following the survey, we plan to hold a full-day IACTE Board meeting to review the findings and finalize the Strategic Plan.*

Moved: Laura VenWaardhuizen; 2nd: Jen Westphal ; Approved

VI. *Board Retreat Training Follow-Up: Kristen Bandy*

- a. Board Strategic Type: Continuum Test - [Results](#)

No discussion, as most was discussed in Strategic Plan discussion

VII. *Vision Conference: Dec 4 -7: Kristen Bandy - will talk about during ED report*

- a. AOD Reps
b. [AOD Info](#)

VIII. *Ad hoc Committee: CTE Learn Relicensure Credit - Tara Troester*

- a. Update - *Cale will move forward with speaking to DE about possibility soon*

IX. *Policy Development Committee Update - Ashlee Spannagel*

- a. Advocacy Dissemination - meeting will take place later in November. Current members include, Dennis Hardin, Cale Hutchings, Ashlee Spannagel, Kim Dreaden and Kristen Bandy, ACTE as needed or desired
b. By-Law Updates (E.g. Conference, Voting Members, Member benefits, etc.) *Several points need to be looked at and possibly revised, This needs to be done at both board and HOD meeting level. A committee will be organized and look at items in the spring*

X. *ACTE Region III Representative Report – Laura VanWaardhuizen - No report*

XI. *Awards and Scholarship Committee - Ashlee Spannagel*

- a. Floor Discussion: How should we proceed? Barb's last meeting was HOD.
b. **By-Laws Co-chairpersons** – Two Iowa ACTE Board of Directors Division Representatives **Membership** – Iowa ACTE Region III representative with remaining membership selected by Co-Chairs and Approved by the Iowa ACTE Board of Directors.

In order to follow By-laws, Tara Troester and Jen westphal will be our Co-Awards and Scholarships Chairs

XII. *Ex-officio Reports*

- a. DE Liaison [Report](#) – Cale Hutchings - Cale to turn in written report soon
b. Executive Director [Report](#) - Kristen Bandy

Kristen would like to have some kind of social for those IACTE members attending VISION, as a way to promote engagement and support for our membership. After a short discussion it was proposed to provide a small committee to arrange am IACTE social at Vision with a budget limited to \$3,000. Moved: Ashlee Spannagel; 2nd: Laure VanWaardhuizen; Approved

It was suggested to have VISION presenters from Iowa information in the next newsletter, bringing support to those individuals.

XIII. *Division Report Highlights*

- a. *IAAE - No report*
- b. *IFCSE - No report*
 - i. *Dec will have news to report.*
- c. *IITEA - No report*
 - i. *Vacant*
- d. *IPACE*
- e. [IWBL](#)

XIV. *August [Minutes](#) Approval*

Moved: Jen Westphall; 2nd;; Approved: Ashlee Spannagel

XV. *Reminder: Subcommittee Work in Nov and Dec 18, 4:30 PM next meeting.*

- a. *IAAE possible speaker Dec meeting.*

XVI. *Adjourn*

Moved: Ashlee Spannagel; 2nd: Jen Westphal; Approved