

## ACTE Region I

### *“Policy Committee Meeting”*

Albany (Latham), New York  
Holiday Inn Express  
Thursday, April 28, 2011

#### MINUTES

**Call to Order:** The ACTE Region I Policy Committee Meeting was called to order at 1:02 p.m. by ACTE Vice President, Mary Ann Bittner followed by the Board members reciting the *Pledge of Allegiance to the Flag*. In her remarks, she noted that the Committee turnout was light, but those present were dedicated to advancing the purpose of ACTE. She also asked Allen Vaughan to relate the origin of the Region I State Flag Holder. Accordingly he told that each state in the Region is represented by the state’s flag. At the time, Old Colony Regional Vocational Technical High School teacher and former MVA Officer, Marcus Ashley, III engaged the carpentry teacher and his students to design and create the holder so that the flags of Region I member states could be displayed at ACTE Region I functions.

**Roll Call of States:** Five states, Maine, Massachusetts, New York, Ohio, and Pennsylvania, plus ACTE headquarters were represented. A “Roll Call of States” attendance sheet was circulated by Secretary, Van Hughes. Members were asked to sign in by name, state, and include their e-mail address.

**Minutes:** The minutes from the *December 1, 2010 Policy Committee Meeting* held in Room N221 at the Las Vegas Convention Center were distributed for review and approval. A motion was made by Dave Keaton and second by Chet Wichowski that the Policy Committee Minutes be approved...

...motion carried.

Each Policy Committee member received a draft of the Minutes from the *Annual Business Meeting* held on December 1, 2010 in Room N236 at the Las Vegas Convention Center. They were distributed for **preview only**. Chet Wichowski moved they be forwarded to the members attending the November 2011 Region I Business Meeting in St. Louis with the recommendation they be approved. The motion was seconded by Dave Keaton...

...motion carried.

#### STANDING COMMITTEE REPORTS

**Audit:** ACTE Chief Financial and Operations Officer, LeAnn Wilson shared information from the following financial reports: (1) *ACTE Region I – For the Nine Months Ending March 31, 2011*; (2) *ACTE Schedule of Board Designated Funds – For the Month Ending March 31, 2011*; and (3) *ACTE Schedule of Temporarily Restricted Net Assets – For the Month Ending March 31, 2011*.

The statement "For the Nine Months Ending March 31, 2011" showed Actual Year to Date Expenses of \$123 for Food & Beverage and \$49 for Communications. The allotted amounts for the Annual Budget were (5,848) Revenue over Expenses. Region I Budget showed line items for: Travel Expense, 1,823; Meeting Expense, 1,250; AV Expense, 75; Food & Beverage, 500; Promotion, 400; Fundraising Expense, 100; Shipping/Mailing Expense, 200; Printing Expense, 150; Office/Mailroom Supplies, 200; Communications, 200; Awards & Grants, 450; and Scholarships, 500.

The "Schedule of Board Designated Funds" showed a Region 1 – FY11 reporting: Balance, July 1, 2010, \$20,170; Investment Revenue, \$1,937; Other Income, \$(14,108); Expenses, \$ --; and Balance, March 31, 2011, \$8,000.

LeAnn reported that \$18,000 had been placed in the Region I account for the purpose of getting the Washington DC ACTE members to get involved. OSSE did not see what DC ACTE claimed as progress. Expenses were deducted from the initial funding and the remainder was refunded. Derrick Davis is now the President of the DC ACTE.

The "ACTE Schedule of Temporarily Restricted Net Assets," dated March 31, 2011 showed Total Principal of \$157,571; and Interest, expenses of \$72,439. The Total Temporary Restricted Net Assets reported, \$230,010.

**Awards:** A general discussion was held on the importance of nominating colleagues for the National ACTE Excellence Awards. *To be considered for one of these awards, an applicant must first compete at the state and Region levels. Information on the state competitions is available from the career and technical association in the applicant's state. State winners then compete within their Region. The awards chairperson for [our] Region [is] ... Lynda C. Spittle, ACTE Region I Awards Chairperson, Scioto County Career Technical Center, 951 Vern Riffe Drive, Lucasville, OH 45648 or by e-mail to [lynda.spittle@sciotech.org](mailto:lynda.spittle@sciotech.org).*

Guidelines for State/Regional Awards Chairs are as follows: Winners selected at the Regional level compete for the national ACTE Teacher of the Year, Outstanding Career and Technical Educator, Outstanding New Career and Technical Teacher and Outstanding Teacher in Community Service. The selection of the national winners is made by the ACTE National Awards Committee.

For the sake of equity and continuity, the ACTE National Awards Committee strongly suggests that each state and Region follow the guidelines for their competitions that are followed in the national competition. This will assure that the nominee selected is the one who will have the best chance of competing successfully at the national level.

Guidelines for State and Regional Competitions are: (1) Each state should have an awards committee, headed by an awards chairperson. The make-up of the committee should be determined by the state. That committee should be responsible for selecting a teacher of the year, an outstanding educator, an outstanding new teacher, and an outstanding teacher in community service to represent the state in the regional competition. (2) Only one representative from each state should compete at the regional level for each award. (3) The same evaluation form used by the National Awards Committee should be used at the state and regional levels to evaluate nominees. (4) A personal interview should be one component of the selection process for Teacher of the Year at the state and regional levels

In addition, ACTE Region I presents two additional Awards: the *Scott Westbrook, III – Humanitarian Award*, and the *Jim Hanneman – Memorial Award*.

**Bylaws:** The Bylaws were reported as trim and in good order at the December 2010 Convention. The Committee is to review all proposals submitted to amend the ACTE Bylaws and prepare a statement of pros and cons for each Bylaws amendment and include them in the October *Techniques* Magazine and

post them on the website. The Committee is responsible for bringing forth any amendments to be acted upon by the 2011 Assembly of Delegates.

**CTE Support Fund:** Allen Vaughan reported that due to his absence from the ACTE December 2010 Convention held in Las Vegas, he has no data to share.

**Nominating:** The ACTE Board of Directors Election Results were: Karen Mason - President-Elect; and Robert E. Scarborough - ACTE Vice President for Region I.

**Resolutions:** The 2010 Assembly of Delegates approved a Resolution for ACTE to call on the U.S. Secretary of Education to retain the two professional staff positions providing national leadership and support for Agricultural Education and the FFA through the Office of Vocational and Adult Education in the U.S. Department of Education. Further, these positions should be maintained at their current grade level and receive the necessary support for current functions. The positions must continue to be staffed by individuals that possess the knowledge, experience and skill to provide leadership and direction promoting personal, academic and career development through Agricultural Education and the FFA.

## TASK FORCE REPORTS

**Communications:** Currently exploring and analyzing mobile technologies as a way to deliver ACTE content and services. The objectives are – To explore existing and horizon communications technologies and analyze how ACTE might use them to enhance communication. Experiment with some of the identified technologies. Develop a recommendation on what technologies ACTE should consider and the potential budget impact these may have. Survey members on their existing use of mobile communication devices.

**Cultural Awareness:** The Task Force purpose is to increase communication to ACTE members about cultural diversity issues and concerns through activity in the ACTE booth at the ACTE Annual Convention, articles in the *Techniques* magazine, and survey focused on products, services, and information ACTE can provide its members.

**Data and Research:** No report. The mission of the Data and Research Task Force is to identify priorities and provide support that will position ACTE as the leader related to quality career and technical education data and research.

**Energy Sustainability:** No report. The mission of the Energy Sustainability Task Force is to develop a plan outlining strategies for ACTE to position CTE as a leader in the energy sustainability arena.

**Leadership Development:** Van Hughes reported that the Task Force reviewed the draft sponsorship letter including suggestions from ACTE Sales and Exhibits Manager, Jim Waterhouse. The Task Force members will distribute the letter to their contacts and notify ACTE who they have contacted. ACTE will follow up with each contact and Jim Waterhouse will also seek out a sponsor. The Task Force reviewed the proposed schedule for the 2011 Annual Leadership Convention Leadership Training. The Task Force would like to send out some materials before the event so participants can prepare. The Task Force also discussed potential ACTE leaders to speak at the training. The mission of the Task

Force is to develop a comprehensive plan to ensure a diversified cadre of volunteers aligned with the brand and strategic direction of ACTE.

**Performance Leadership:** No report. The mission of the Performance Leadership Task Force is to position ACTE as a catalyst for moving the CTE field toward the use of student performance data as a driver for program quality and visibility and student improvement.

**Postsecondary Education Membership:** No report. The mission for the Postsecondary Education Membership Task Force is to outline and prioritize the specific actions ACTE should undertake to increase the number of members from the postsecondary education arena.

**Public Awareness:** No report. The purpose of the Public Awareness Task Force is to provide feedback and recommendations as the Association moves forward to improve the image of CTE through different activities including CTE Month, the ACTE Web site, and a national public awareness campaign. The taskforce will help develop ideas and provide feedback on how to educate different audiences about CTE.

**Young Professionals:** No report. The mission for the Young Professionals Task Force is to outline and prioritize the specific actions ACTE should undertake to increase the number and engagement of members under the age of 40 years.

## **PUBLIC POLICY TASK FORCES**

**Elementary and Secondary Education:** Dave Keaton reported there has been no group meeting. The purpose of the ESEA Task Force is to respond and provide timely feedback to ACTE staff regarding legislative proposals and policy developments related to the Elementary and Secondary Education Act reauthorization. ESEA is currently moving through Congress, and the Board of Directors previously approved recommendations of the No Child Left Behind Task Force several years ago, which the task force will use as a guide in their work.

**Perkins:** No report. The Perkins Task Force will undertake a thorough review of the existing law and develop a formal set of recommendations in preparation for the next Perkins reauthorization.

**School Reform:** Mary Ann Bittner talked in general about the Task Force concept. ACTE selected 12 members to serve on this task force in June 2010. Members were selected based on interest, experience, and understanding of school reform issues and include practitioners from both secondary and postsecondary education.

**Temporary Assistance for Needy Families:** No report. The purpose is to respond to and provide feedback on policy developments related to the ongoing TANF reauthorization. ACTE is engaged in coalitions that focus on TANF, and will need input and expertise as the reauthorization process moves.

**Workforce Investment:** No report. The purpose of the Workforce Investment Act (WIA) Task Force is to respond to and provide feedback on policy developments related to the ongoing Workforce Investment Act reauthorization.

## GENERAL DISCUSSION

Meeting host and NYSACTE officer, Terry Hughes recommended that each state should consider nominating a teacher for the annual National Association of Agricultural Educators, "*Teachers Turn the Key Scholarship*." Agricultural education is continually faced with a shortage of qualified teachers. Unless those who have been trained enter and remain in the profession for a period of several years, the shortage of qualified teachers will prevail. As a means of encouraging young teachers to remain in the profession and to encourage and recognize participation in professional activities, NAAE offers the scholarship.

Dave Keaton is concerned about the communication from headquarters regarding participation in and progress of the ESEA Task force. Some others report never being contacted. The process needs to be realigned to ensure Region and Division representation. Additional information needs to be added to the Task Force web pages, perhaps add a link to the details.

Chet Wichowski suggested creating a Membership Task Force in order to connect with members. The web site should be more proactive than reactive. Chet pointed out that Congressman Jim Langevin (D-RI) and Congressman Glenn Thompson (R-PA) Co-Chair the bipartisan Congressional Career and Technical Education (CTE) Caucus. Both represent states in ACTE Region I.

Mary Ann Bittner speculated on the future of Region I Conferences. Only 13 Region members registered for this conference and half are at this Board meeting. Is there a potential to hold a Joint Region I and Region II Conference? Could both Regions join with the Best Practices Conference? What is the potential for utilizing technology? Region I still has the ACTE Convention and National Policy Seminar venues to utilize. Region websites will be kept uniform.

Bill Ransom suggested adding a Region I strand on the last day of the ACTE Annual Convention with Region I's own speakers, etc. to bring attendees together. Revive the social "Hospitalities." States may want to donate to such a gathering. Creating an identity provides a sense of shared values and common purpose.

Other comments were: "slice and dice" the Annual Convention Program Guide; have a central location for inactive state representatives to meet; and produce a workforce training video to be aired on local television – preferably created by and starring students – funded by a corporation i.e. John Deere.

Van Hughes circulated a 4/27/2011 "More on cuts" e-mail from PA-ACTE Executive Director, Gerald Reichard, listing among others the Technology Education department. Agricultural Education was eliminated in his school district several years ago and later removed the wing to create a parking lot. What sad testimony to a lifetime of dedication by several devoted teachers!

LeAnn Wilson reported that an environmental scan on CTE specific targets was underway and that results will be available in June.

## NEW BUSINESS

No formal action was taken under this order of New Business.

## ANNOUNCEMENTS

The "*CTE Leadership in Emergent Technology*" Thursday, April 28 – Saturday, April 30, 2011 *Agenda* was reviewed for the remainder of the Conference and photos were taken of those present.

Chet Wichowski made a motion and Allen Vaughan provided the second to adjourn the meeting with appreciation and congratulatory recognition for the three year dedicated leadership by Mary Ann Bittner as Vice President for ACTE Region I. With applause for her service, the meeting....

....adjourned at 3:40 p.m.

Minutes submitted by: Van Hughes, Secretary, ACTE Region I



**Region I**

### *Roll Call of States*

**Albany (Latham), NY – April 28, 2011**

Guests – LeAnn Wilson, ACTE Staff

Maine – Dave Keaton

Massachusetts – Allen Vaughan

New York – Terry Hughes, Bob Marraccino, and William Ransom

Ohio – Mary Ann Bittner

Pennsylvania – Van Hughes, and Chet Wichowski