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**ACTE Region V Business Meeting, April 21, 2016, San Diego, CA**

Call to Order and Introductions: Coleen Keffeler, South Dakota; Pepper Poulsen, Utah; Sherilyn Senef, Wyoming; Mark Branger, Montana; Diane Walker, California; Rick Ross, North Dakota; Dodie Bemis, Region V VP from South Dakota, calls the meeting to order at 3:27pm Pacific time.

Roll Call of States: Sherilyn Senef conducts the roll call with the following responses: AK 1; AZ 6; CA 7; CO 6; Guam and territories 0; HI 0; ID 0; KS 0; MT 5; NE 0; NV 4; ND 3; OR 2; SD 5; UT 5; WA 3; WY 10. Rick Ross informs the group that, according to the Region V Policy Manual, each state attending is given one vote on any voting items, with a roll call being called. Dodie also asks that when motions are made or when seconding a motion, please provide your name and state for the record.

Approval of the Agenda: Dodie Bemis asks for a motion to approve the agenda with flexibility; the motion is made by Sara Heath from CO, Doug Meyer from WA seconds; all approve, motion passes.

Approval of the Minutes of 11/21/15 business meeting in New Orleans: Diane Walker asks for a motion to approve, Valerie Vuicich from CA moves, Mary Anne Berens from AZ seconds, no discussion, all approve, motion passes.

Financial Report: Mark Branger distributed the budget and expenditures for FY 2015-2016, and explains the difference between designated, which are carryover Region V, and operating funds from membership. We budgeted \$100 for conference calls, and are over because of monthly calls, but nothing was spent for meetings, so we are on track on spending. We will budget more for conference calls going forward; monthly calls have been beneficial for communication and workflow due to routine contact. Mark moves the report be approved, Pam Ferguson from AZ seconds. A question is posed by Michelle Aldrich from WY on why we are paying for conference calls when free services are available. Mary Anne Behrens notes that she uses free services for fellows meetings; Rick Ross says he feels that should be on the agenda for our next meeting to discuss and thanks for the suggestion. Coleen Keffeler notes that conference calls are put on through ACTE, and the service used allows tracking of members and are recorded; if there are free services that do the same, it would be beneficial to explore. Aldrich says there are. The question on the financial report is called by Dodie, all approve, motion passes.

Mark continues by noting that the Policy Committee started working on proposed budget for 2016-2017 at the committee meeting yesterday; until profit from the current Region V Leadership Conference is verified, it is projected, so we will have a more firm budget by July 1. Dodie asks for questions, none are provided.

Recognize First Time Attendees: Rick Ross personally thanks those who are in attendance at today's meeting, and recognizes the importance of attendance. Region V provides a stipend for attendees split into 2 years, 37 applicants is a record number. Normally we accept 10, with 1 per state this year, wanting to spread it out, as all states contribute to the success of Region V. The following states received an award: AZ, CA, CO, MT, ID, NV, ND, OR, SD, UT and WY. At the conclusion of the meeting, the individual is be asked to come collect their check from Dodie.

## Region V Standing Committee Reports:

- Awards: Pam Stroklund, Chair; Paul Stroklund indicates that she is presenting, so he makes the report in her stead. There were a record number of award applicants this year, with 57, up from 46 last year, from 13 states (he enumerates the number in each category). This year, there was the video interview pilot, which was completed by 48 of the applicants. After the interview, there was a survey to complete, which is provided by a handout; they recommend continuing the process for next year. There are 3 new trophies for the awards which will be on display at the Awards Banquet on Saturday morning; we are catching up with Vision. There is a recommendation to continue with the new awards going forward, just changing the dates annually. Publication awards are done by Region V fellows, and there is a recommendation to do a different type of recognition for next year. Posters were designed and printed and are on display with all award finalists; award winner ribbons were provided for name tags giving additional recognition, will go in next year's budget. Dodie applauds Pam personally and on behalf of the Policy Committee with all of the changes; she has done a yeoman's job. Parts of the video interviews sent in will be shown during the Awards Breakfast.
- Marketing, Membership and New Ideas: Autumn xx reports that the committee had a meeting yesterday and got a few members then, plus a few more at First Timers' meeting, so continue to grow. They are still looking for more members. Next year, the recommend putting something on the registration to note who is a first timer, and also getting membership ribbons to people when they register rather than during lunch. She will send a written report.
- Nominating: Annika Russell reports that the committee has been working on getting all open positions filled over the year. Applications are currently being accepted. Send out point of contact info forms for committee positions to Annika. They will be working on the Region V President-Elect position this summer.
- Legislative/Resolutions: Lyn Velle asks if, in the interests of time, she should read resolutions, and the consensus is just to read the "whereas" clauses. The committee met last night with 13 members and 1 guest, and 2 more potential members signed up today after the presentation. Chuck Gallagher was the guest and he discussed an idea regarding the national board configuration. We had a consensus vote, and the information was given to Annika Russell for consideration/action by the Nominating Committee and ACTE. After discussion, the committee decided that two resolutions prepared for last year will be re-presented this year (there was a bit of confusion on submission deadline/process, and they were not submitted timely). The first is on alternative certification, which addresses a problem with not being able to get new CTE teachers, as a result of closed training programs, etc., so we are proposing alternative certification; Lyn reads the following: "Whereas, be it resolved that ACTE supports the efforts of post-secondary institutions to endorse certificates for CTE teachers and to create sufficient alternative pathways to fill the void and retain teachers in our secondary-level CTE classrooms with enhanced funding and resources." The second one is concerning Work-Based Learning opportunities: "Whereas, be it resolved that the Association for Career and Technical Education supports incentives for business and industry to engage in the student learning process to ensure skilled workers by offering work-based learning opportunities for high school and post-secondary program students." No questions are posed. Lyn Velle moves that the report be accepted and the proposed resolutions, Doug Meyer WA seconds. No discussion or questions are offered, no roll call vote is required, all in favor, motion passes.
- Dodie requests that committee chairs check last year's committee list to see if members are still actively involved, and if not, clean up the list before it's submitted to Annika, so we have a true reflection. If anyone needs last year's list, Annika informs the group that she has them.

Fellows Report: Mary Anne Berens thanks the attendees for participating, and introduces herself as the chair for the Region V fellowship program, the term for which is for 2 years. The new fellow is Shelly Guerdt from CO;

she will be wonderful. Craig Statucki from NV is finishing his first year. Eric Lustig is finishing his second year term and will make his quick report: he started his report with NV 2013, he was introduced to Chuck Gallagher and had worked with Mike Segrist from CO on integrating math in CTE, met him in NV, also met Jennifer Vander Veer; soon thereafter he was a fellow. It involved a bit more responsibility than he anticipated; he teaches outside of Colorado Springs, doing a Project-Based Learning project. Convincing admin of new ideas was challenging. He has a tremendous amount of responsibility as a fellow. Mary Anne is easy to work with as long as things are done on time. The best part of the experience is that, in his district as a whole, he has been building alternative ed as a tech school, which Colorado Springs doesn't have; it has taken five years. Central Office finds that since he has the fellow title, it helps get them to listen and take things seriously. It's been a great ride. He asked Darrell Green today if there is any way to help CO when he's finished. Darrell quips he should be the next President-Elect. Eric concludes by thanking the group for their attention. Dodie agrees that Mary Anne is great to work with, and you had better do things right, which Dodie truly appreciates.

Update on California (2016 Region V Leadership) Conference: Diane Walker reviews a short PowerPoint (not shown) with information on registration/attendance information (between 387 and 406), which more than doubled our expectations; the largest number comes from CA (168), followed by OR (92), and we are very excited to have that many in attendance, and AZ (31). By month, registration grew steadily from November and December, with the largest number in January with 116 online; we were reaching maxed-out numbers in February and had to close registration, which was a surprise to many, including the conference committee not expecting that large a response. Paper registrations had most in the early-bird time frame ending in January, with 122, allowing people to pay by check, and 70 after that time. As far as registration by job title, it was overwhelmingly teachers and professors with 93, and fairly even after that, with 25 directors, higher numbers of counselors which was great. Online was a bit confusing due to duplicate entries, but the trends seemed to follow the paper registrations. Diane also thanks the California conference planning committee (18) and chair, James Hayes, for their stellar work and dedication over countless hours. The report will be provided to the Policy Committee within 30 days of conclusion of the conference so that it can be used for budgeting purposes. Dodie also notes that there will also be a capsulized report in the next newsletter. Darrell Green asks why there was such an increase in attendance; Diane opines that there are multiple reasons, including increased CTE pathway funding in CA as mentioned by Russ Weikle at lunch today, the San Diego location, layered publicity efforts in CA and many e-mails sent out, early registration efforts; Chuck Gallagher also notes OR's increased participation, which has not been there in the past. Dodie mentions that there is historically one-third of attendance from host state, however, we didn't get that many from KS last year, and it is not out-of-state travel for CA participants. We probably will not have that many attend in SD next year. Dodie says she received a number of unhappy e-mails when registration was closed, to the effect that there was poor planning, and Diane researched that the last time we had the conference in CA (2008), there were 180 in attendance, and we based the conference projections on that number. We didn't expect such an increase this time, which is a wonderful problem to have and hopes for similar results in SD and at future conferences. Dodie apologizes for the resulting somewhat cramped quarters.

Update on SD (2017 Region V Leadership) Conference: Coleen Keffeler asks if everyone received a business card holder for cell phones which were distributed, as well as screen cleaners from Rapid City, a visitors' guide, and a leaders in the pack flyer. The scheduled conference dates are April 6-8, 2017 in Rapid City, at the Rushmore Plaza Holiday Inn, the same venue as 2011; the rates are \$89 for single or double, additional cost for quad or suite, plus tax; there is free parking and Internet, complimentary airport shuttle from Rapid City Regional to call from hotel. Dodie notes that the hotel will allow the shuttle to be used in town if not being used for airport service. Coleen also says that as she noted at the Policy Committee meeting yesterday, they have Dr. David Jones from NC State University as the keynote speaker; he was at the NPS a couple of years ago, doing Strengthfinders and will stay and do a breakout session. One tour confirmed is the reverse career day at Sturgiss Industrial Park with business partners that they work with in machining/manufacturing, internships and how they work with high schools. A couple of people have asked about Mt. Rushmore – it was closed last time they

had the conference. There is a new manager, and Coleen has an appointment to visit with him to see if they can go. Coleen asks for input on whether there are any tours from last time anyone would like to have repeated. She has a contact at Respect Engineering from last time, which has expanded and has some great opportunities. They will do the auction again for the CTE Support Fund. Call the hotel directly to reserve rooms rather than the 800 number for Holiday Inn to get the Region V hotel block rate. Tours in 2011 included a winery, Ellsworth AFB, gold mine would require 1/2 day of training in advance, Sanford underground museum, Black Hills gold, Deadwood. An option is available for Wall Drug with entrepreneurship, tie in with the National Grasslands Visitor Center, Minuteman missile silo museum just east of Wall; it would require people to be on the bus for an hour, but there are amazing donuts at Wall, and great buffalo burgers before coming back; people would be fed well. Dodie notes the planning group is working on tours for cost in the next couple of weeks, confirming food and tours, to keep it as close in cost as the last time. Coleen would love to have the problem of 400 attendees. They might have 90 degrees and sunshine, or rain, or might need snow boots, but all are encouraged to come.

Future conference proposals: Dodie announces that she is aware of two proposals for future conferences, including one from WA and one from MT. Pam Ferguson from AZ also has a proposal for next time, but not for today. Each has no more than 5 minutes to present.

Tim Knue from WA does the first presentation. They are proposing to hold the conference at Skamania Lodge, which is part of the Columbia Gorge national scenic park, north of Portland, which is the airport to fly into. The resort is 45 minutes by shuttle or rental car near the Hood River where kite-boarding is done, crossing the Bridge of the Gods into WA with a stellar view. The lodge was built several years ago with US Dept of Forestry, Parks Association and local tribes, for conventions and tourists. Tim displays pictures of views from rooms, golf course, outdoor recreation; there is 88-degree weather right now, but it could be in the 60's. The facilities are phenomenal, including an outdoor hot tub fully-staffed for food service and adult beverages. There is a great-room with fireplace. Offsite dinner is a possibility, or onsite; that is yet to be negotiated with price. The Skamania County Historical Museum is nearby; they are impressed with the facility, as it can hold up to 200 folks, catered by the lodge.

The projected cost: there are 254 sleeping rooms, budgeted for 250 attendees, break-even would be about 100, all-inclusive with tax and gratuity in per person cost. As numbers increase, costs do, and vice versa. There are several things close by. They could do a viticulture tour in Yakima wine country, local tribes on fisheries and river ecology, transportation through river gorge. The location is only 45 minutes from Portland and Vancouver to see CTE programs there. They recently built a health sciences high school on hospital grounds in Vancouver, with work experience for students. Initiatives to share are a large program growing through Core Plus, manufacturing, spearheaded by Boeing with \$750,000 to have curriculum across ag, maritime, aerospace and other with the core. They are excited about being close to OR so could incorporate them into the plans regionally. The anticipated cost would be \$525 for late registration (early bird \$475) (Vancouver high per diem of \$139-\$169 for government rate). There could also be several walking tours with local and native artwork. Golf is \$39 for 18, putt course for free. Bikes, sporting equipment for guests, hiking, etc., are available. This is a possibility for 2018 (last time in WA was 2009 near Canada). Doug Meyer asks if a contract were signed what the minimum room night would be, to which Tim responds they have not yet discussed with them, because prepared just in time to come. All contracts in WA are not signed with attrition, and would avoid those if possible, lowest number possible 100. Most walk away loving the venue; the conference would "own" the location. Breakfast and lunch included, offsite dinner would be extra. Dodie assumes he is moving to accept the proposal for Skamania in 2018; Tim Knue so moves, Mary Anne Berens AZ seconds. Rick Ross says several people have asked questions about the transportation cost from the airport; Tim explains that the shuttle is between \$50-\$100 per van out to the resort. Pam Ferguson asks how that would be organized; WA would post the number of the shuttle, get a ticket to pre-pay or get at ground transport desk. Rental cars would be individual. They possibly could rent a van and run it back and forth occasionally. Typical airfare is \$250-\$400

on Alaska from hub to hub. Rick also asks about the budget being based on 250 attendees, which Tim says is based on just under 200 participating in 2009, and they have been growing state conference size since then. That would be on the high end. If they got more people, expenses would be less. They did tours in Canada (Stanley Park, etc.) and Skagit Valley last time.

Tim says if this sounds too remote and expensive, there could be the same type of programming in Spokane with a central urban area at the Davenport Grand Hotel. They have contacted both properties – one week later (last week of April) in Spokane than in Skamania. They could go in either direction. Michelle Aldrich asks for hotel rates, which would be \$139-\$169 depending upon type of room, which Tim reads; construction of additional facilities will be done in two years. Craig Statucki asks about how many state members would attend; Tim explains they normally have 800 at state conferences, and spring is a busy time, but would anticipate the same type of support as last time. Doug Meyer requests an amendment of the motion to have WA look at a Spokane location and compare to Skamania as it seems a bit pricey, and make report back to the Policy Committee by no later than July 1 for decision, second by Pam Ferguson of AZ. Discussion on the amendment – none. Roll call vote requested by Rick Ross; Coleen requests that the amendment be re-read, which is done by Diane. The roll call vote is conducted by Sherilyn: AK yes; AZ yes; CA yes; CO no; MT yes; NV yes; ND yes; OR yes; SD yes; UT no; WA yes; WY yes. The amendment passes. Dodie says the host will be WA for 2018, for the current motion. Kay Orrell from CA asks about which year, and Dodie confirms there is only one proposal for 2018, but that doesn't mean it can't be denied, as someone else could come forward later. Toni Declaver of WY makes a point of order; the motion would now be to approve the amendment and Policy Committee would make the decision, the main motion was to award the conference to WA, and the amendment passed, so the question is whether it would be to approve the state or the location. Diane re-reads the original motion by Tim Knue to host the 2018 conference at Skamania. She is then asked to re-read the amendment. Pam Ferguson from AZ makes the clarification that the pending motion would be to approve the location. Rick Ross says we voted on the amendment only, not the motion. Mike Woods notes we amended the main motion, and need to vote on the amendment – call for a vote on the amended main motion of investigation of the two locations to report back by July 1, and advise them it will be in WA and decide where. Dodie calls the question - voice vote – all approve, motion passes. WA will host the 2018 conference, report by July 1 to the Policy Committee on different location comparisons, and the Policy Committee will decide.

Mark Branger brings MT's proposal for the 2019 conference: the facility will be in Bozeman, at a hotel and convention center now under construction, in April but the date is not yet set. There would be guaranteed state rates (currently \$92, but not known for 2019). They have chosen Bozeman because it is a tech and business hub. They would host a Night at the Museum of the Rockies with social. Partners could include American Computer Museum, Oracle, brewery, distillery, Zoot Enterprise, Alpaca of Montana, Blackhawk, etc. Mark moves that MT host in 2019. Pam Ferguson will work AZ in somewhere in the future. Craig Statucki from NV seconds the MT motion. Tracy Kern from SD asks if there is a benefit to signing early rather than later, to which Mark responds there is currently no hotel to sign with. They had a proposal for 2018, and because of WA's legislative session schedule, Tim asked to host then, so they moved MT's proposal back a year later (originally for Holiday Inn and Grand Tree, two hotels together, with airport 11 miles away), and now looking at new venue under construction. The new venue could hold more than the 200 they based their proposal on (400), asked by Tina Statucki NV. Rick Ross has a concern about taking proposals more than 2 years out, because worries a state may be discouraged about making a proposal 3 years out. Pam Ferguson clarifies that the upcoming conferences will be in SD, then WA, then MT's proposal. Pam says AZ will put in something in the 2020 time-frame for different scenery. Coleen says for historical perspective that there was a point in time that bids were accepted 3 years out, and since no states were stepping forward, the Policy Committee went to 2 years; she thinks it's wonderful we are getting people willing to host for further out now. Tim Knue says it's his first time pitching for Region V, and that there is planning time to get the pre-work done the further out it is, and can get better rates negotiated. Voice vote on Montana hosting in 2019 called by Dodie, all approve, motion passes.

First-timers are reminded to pick up their stipend checks from Dodie before leaving.

Region V Hall of Fame: Coleen Keffeler recaps that Chuck Gallagher was the inductee this morning. We found a rubric for nominations after the fact. Two other candidates were excellent and worthy, but some crucial information was not included in their materials submitted. Coleen let the nominators know to re-submit for the upcoming year. The info will be updated and posted on the Region V website, so please start considering nominees and submit as soon as the application is updated.

Mini-grants Update: Coleen Keffeler requested updates from Craig Statucki of NV and Mark Branger from MT since New Orleans; finances are not looking hopeful for the upcoming fiscal year, dependent upon the profit from this conference; if it is an opportunity which is available, she will send an update. Craig Statucki says at last summer conference, allocated portion to NACTE items. Membership drive for one month upon unification, 29 new members. They are going back to see who referred them, and the best recruiter in each division gets a one-year membership, best overall state-wide gets their conference registration, with other funds for swag. Mark Branger reports MT did a membership campaign; a committee is working on postcard which will be unveiled at Vision for others to use, being designed right now.

Pin Design: Rick Ross reports that we have had a contest in the past, which was going to happen again this year. The judge of the contest, Derek Smith, tragically lost his wife several days right before the time to judge, so please keep him in your prayers. The Policy Committee decided to move that task from Policy Committee to the Marketing Committee. An un-identified gentleman asks about the poster design and pin design contest, as he hadn't heard about them, and wondered how it is marketed. Rick explains that there was an e-mail blast from the Region to all ACTE members, with no restrictions; it was an open contest per Dodie, and it seems that the marketing committee needs to do a better job of publicizing. Dodie brought some leftover pins for people to take with them from the SD, WY, UT and KS conferences; they are out at the registration table, and Chuck requests a donation to the CTE Support Fund from anyone who takes one.

Website Update: Mark Branger notes that Chuck Gallagher had a mission of making sure the website was updated, and we have been working on it since then. There is still one document that needs updating. As you are on the site, let Mark know of any needed changes so that it can be relevant and useful.

Membership update: Dodie recaps that, per Doug at lunch, Region V is the largest number with just over 6000. There is a small plaque that is given out to regions and divisions, and Dodie received one at NPS, which she displays. Please make sure to continue pushing membership.

National Committee Updates: Awards no report, per Pepper Poulsen; Audit no report, per Mary Anne Behrens; Bylaws – Dodie says she needs a volunteer for the national committee because Kraig Steinhoff will no longer be able to continue because of job duties; if there is any interest, please contact Dodie. She also needs a volunteer for the national Resolutions Committee since Jennifer Vander Veer has moved from Region V. Brandon Cone makes a report for the CTE Support Fund: LeAnn Wilson and ACTE staff are creating new buzz at the national level, including a marketing campaign at Vision and other conferences, having more conference calls, and thanks to Chuck Gallagher for bringing the "big chair" as a fundraiser; they will do more fun and exciting things like that, please make donations. Nominating: Annika Russell says there are announcements as of 4/1 of open board positions, with applications due by 6/15. Dodie notes that the position of Vice President-Elect for Region V, a new position, was approved by the Policy Committee within the last month; that person would be mentored by the current VP for one year prior to taking the office. It is open on the portal, easy to complete the application, so encourage any to do so.

ACTE Fellows: Neither Christine from AZ nor Amanda from AZ are present at the meeting, and Warren Kawano is at the conference but not at the meeting; Rachael Mann is presenting during this session, as is Kimberly Baldwin. Linda is not presently at the meeting.

State of the States: Dodie says that we need to get people to the evening reception on the paddlewheel, and due to the lateness of the hour, asks how the group would like to handle these reports; Pepper Poulsen says there is a binder with written reports out on the table. Lew Keliher of WA makes a motion to accept all written reports, Chuck Gallagher from AZ seconds. Pepper Poulsen handed out folders (2 per state) with reports, and there are some extras; she notes they are good reading so she encourages people to take them for ideas. Coleen says if you are a state with concerns, read through the folder, and come to the networking session in Dodie's suite 354, Tracy Kern in 352, tomorrow afternoon at 3:15pm to address it. Dodie calls the question to dispense with oral reports, Rick Ross opposes the motion, all other in favor, passes.

For the good of the order: Michelle Lewis, NV ACTE President, announces that NV ACTE is very excited to host Vision in Las Vegas November 30 through December 3, and looks forward to seeing everyone there.

Dodie also announces that business partners are invited at 4:30pm tomorrow after the state leadership networking in her suite 354. It will end by 6pm.

Rick Ross moves to adjourn, Tracy Kern from SD seconds. All in favor, motion passes. Adjourn at 4:54pm Pacific time.

Respectfully submitted, Diane L. Walker, Secretary