

# MINUTES

## ACTE Administration Business Meeting

Nov. 30, 2018 at 8:00 AM CST

Henry B. Gonzalez Convention Center, Room 210 A

San Antonio, Texas

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<b>Call to Order Welcome Introductions</b>	Patrick Biggerstaff called the meeting to order at 8:02 AM CST by welcoming 52 members that were in attendance.
<b>Fellows</b>	<p>The fellows were introduced to the audience: 2018 New Professionals Fellow cohort, Kaleen Barnett (mentioned not in attendance) 2018 Experienced Fellow cohort, Dr. Christopher Neff, thanked for organization for the experience of being a fellow. 2019 Experienced Fellow cohort, Scott Rogers, told the audience a little about his background and that he is looking forward to the experience.</p> <p>It was at this point that 12 Amazon gift cards for \$25 each were given away. The winners signed an audit sheet.</p>
<b>Strategic Plan</b>	<p>Patrick explained the following Administration Division activities:</p> <ul style="list-style-type: none"><li>• Increase Member Value – being more intention about content for members, sharing more directed information through notices and newsletters</li><li>• Strengthen PD &amp; Leadership – some excellent PD opportunities are available in San Antonio</li><li>• Advocacy and Awareness – Event at NPS, best practices, Region III statewide media tours (media and legislators on buses to see what we are doing)</li><li>• Strategic Partnerships – business partnerships are a big deal, work together to advance CTE, NCLA, and CTEEC, value added and relationships</li><li>• Innovation – new program models, new school models, piloting lots of things, be aware and look at what is working and what is not before we decide</li></ul>
<b>Affiliate Updates</b>	<p>Appendix A National Council of Local Administrators (NCLA) report provided by Dave Keaton, President</p> <p>Appendix B Career and Technical Education Equity Council (CTEEC) report given by Twyler Earl</p>
<b>Budget</b>	<p>The current budget is \$12,687.50 with incurred expenses related to the following: CTEEC - \$500; NCLA - \$500; Door Prizes; Division Ribbons; Hospitality Room, Conference Events; Printing; Fellows; Committee Travel If you would like more details, contact Patrick directly.</p>
<b>Discussion</b>	<p>Discussion items included:</p> <ul style="list-style-type: none"><li>• Membership: 4,542 as of 10/31/18</li><li>• NPS 2019 (March 25-27, Arlington, VA)</li><li>• Best Practices 2019 (September 25-27, Tucson, AZ)</li><li>• VISION 2019 (December 4-7, Anaheim, CA)</li></ul>

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•Other:

- More than 40 volunteer forms have been submitted in Room 206A (Admin Hospitality Room)
- Officer recruitment - VP-elect position next year for 1-year term then move up to Patrick's current position
- ACTE elections will open so be sure to vote via email and encourage everyone in your network to do so as well.

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**Legislative Update**

Alisha Hyslop, ACTE, discussed Perkins and Washington, DC:

- Implementation Rollout
- Summer authorization was atypical, unexpected to happen by July
- Big influences: CTE getting positive attention realization, bipartisan win for campaign trail, Ivanka took on as key issues and met with Senators to find a solution;
- Pressure of business community also played a key role both good and bad
- Big disagreement was how much authority the U.S. ED would have over state plans and accountability systems, which was a holdover from NCLB reauthorization debate
- Few changes around Secretary's authority – added prohibitions that don't matter to us anyway like issuing regulations, longer comment periods
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- Change in the way performance targets are set, states decide what performance levels should be at the beginning of the state plan, public comment process just on performance targets as part of the state plan,
- Bill was based primarily on House legislation so that was good,
- Sharing of the Bill deep dive 11:45 today
- Changes to accountability indicators:
  - PS has 3: credential, placement post program, # of CTE concentrators in non-traditional programs by gender
- Secondary: Graduation rates; Science academic attainment included with English, Math, etc.; placement; non-traditional; and technical skills attainment becomes measure of program quality, where states will pick from participation in WBL, industry certification, dual enrollment
- Local needs assessment – directly effects accountability and spending for local plan, self-evaluation process that includes several elements:
  - student performance data, which indicators are you doing well, which populations are doing well, which CTE programs are doing well, disaggregate
  - labor market alignment, data, talking to business/industry
  - program implementation – size, scope, and quality, equity and access, barriers, inclusion, educator development
- Results drive your local application and needs for funds, strategies,
- Needs for funds must be spent on items identified in local needs assessment
- Resources ACTE is working on:
  - Regional workshops with AdvanceCTE, AACC and NAPE; three training session so far: Atlanta, Minneapolis, Phoenix, Baltimore next week
- Perkins guide published with nuts and bolts

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- Hands on practical tools
  - Extensive overview on LNA
  - Local stakeholder engagement document
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**Adjournment** Patrick Biggerstaff adjourned at 9:02 AM CST.

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**NCLA Report to the Administrative Division Policy Committee**  
November 2018  
San Antonio, Texas

NCLA, formerly known as the National Council of Local Administrators of Career and Technical Education, went through a rebranding process in 2017. The focus of the rebranding is to synergize CTE administrators nationwide. The association's efforts are to provide opportunities for local CTE administrators to connect through a national network of likeminded peers, contribute to building a future of shared excellence and creating ideas, innovations and best practices to help solve local challenges.

NCLA does not compete with the ACTE Administrative Division but rather provides another vehicle for the local administrator to contribute and grow professionally. NCLA is an affiliate organization with the ACTE Administrative Division. NCLA's membership is 900+.

NCLA provides up-to-date laser focused professional development. The signature event for the association is the annual Best Practices and Innovations in Career and Technical Education conference. ACTE has joined with NCLA as a partner in this premier conferences designed specifically for the local CTE administrator. Next year's conference will be in September 25-27, 2019 in Tucson, Arizona. The call for presentations for the conference will open on December 14, 2018 and can be viewed at the NCLA website [ncla-cte.org](http://ncla-cte.org) and on the ACTE website [acteonline.org](http://acteonline.org)

A new addition to the services provided by NCLA to CTE administrators is the creation of monthly news articles highlighting local best practices. These articles give concrete examples of CTE best practices which can be implemented in local settings. The first three articles were: developing a CTE administrator leadership pipeline, meeting local business and industry needs through customized training and creating a CEO Network. Six additional articles will be made available the remainder of this school year.

Questions regarding NCLA and/or NCLA membership can be addressed to Tom Applegate, NCLA Executive Director at [tomgobucks@gmail.com](mailto:tomgobucks@gmail.com) or 512-797-7271.

## **CTEEC Report to ACTE Administrative Division**

### **CTEEC Executive Board**

Each year, at CTEEC Annual Meeting, the membership shall elect from its voting members a President, a President-Elect, a Secretary (odd years), and a Treasurer (even years). Such officers shall be members of the CTEEC Executive Committee. (Article IV in the Bylaws). Ballots have been sent to CTEEC membership and the results will be shared during CTEEC Annual Meeting on November 29<sup>th</sup> at 2:00 p.m.

You may also visit our website at [www.cteec.org](http://www.cteec.org) to read more about our current Executive Team.

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### **CTEEC Bylaws**

Bylaws are the ruling documents of an organization. Bylaws serves as the organization's "operations manual". Furthermore, bylaws govern how Executive Officers and committees conduct their business.

Last September, many of our members voiced a concern that our bylaws seemed outdated, and did not really represent our organization well. We could not have agreed more. So, over the last year, the bylaws committee has worked diligently to update our organization's bylaws.

Final vote on the bylaws will take place at ACTE during CTEEC Annual Meeting – November 29<sup>th</sup> at 2:00 p.m. We will be submitted a copy of the bylaws to the Administrative Division at ACTE for record only.

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### **Focus on Equity**

This year at ACTE VISION 2018, CTEEC, ACTE, and NAPE are working together to present multiple sessions focused on equity at VISION 2018. We are so excited to be working together this year, and hope that we will continue to bring Equity to the forefront!

#### **Wednesday, November 28<sup>th</sup>**

##### **CTEEC/NAPE/ACTE Pre-Conference Session:**

Leading for Equity: Bringing an Equity Focus to CTE Leaders 1:00 - 5:00 p.m.

#### **Friday, November 30<sup>th</sup>**

##### **CTEEC/ACTE Concurrent Sessions - Equity:**

Addressing the Needs of Students in Poverty: Policy and Practices - Facilitator: Eva Scates-Winston, CTE Equity Specialist, Minnesota State System Office **10:30 - 11:30 a.m.**

Stereotype Threat: Eliminating Barriers to Access, Equity, and Diversity in the Classroom - Facilitator: Jeanette Thomas, Education Consultant, Iowa Department of Education & CTEEC Past-President **11:45 a.m.-12:45 p.m.**

Become an Equity Ambassador for Special Populations and CTE! - Facilitator: Lauren Jones  
Austin, CTE Program Director for Special Populations, Counseling & Equity 2:00-3:00 P.M.

Best Kept Secrets on Campus! - Facilitator: Twyler Earl, Director, Rose State College & CTEEC  
President 3:30 -4:30 p.m.

**Saturday, December 1<sup>st</sup>**

**CTEEC/ACTE Concurrent Sessions - Equity:**

Eliminating Barriers through Culturally Responsive Teaching - Facilitator: Ricardo Romanillos,  
Ed.D, Director of Professional Learning, NAPE 8:00 AM - 9:00 AM

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**Career and Technical Education Equity Council, website: [www.cteec.org](http://www.cteec.org)**

*Have you visited our website lately? We have been working hard to represent "us" well. Check it out today! You can also find us on Facebook at CTEEC—Career and Technical Education Equity Council.*