

ACTEN Board of Directors' Meeting

Saturday, October 29, 2016

9:00 a.m. – Noon

**Call to Order:** President Anne Schmall called the meeting to order at 9:10 a.m.

**Board Members Participating:** Anne Schmall, Emily Murphy, Steve Woodside, Siera Meyer, Cathy Kloch, Brittany McPhillips

**Board Members Absent:** Jeremy Cowley, Stephanie Miller, DeLayne Havlovic, Jill Hensley, Janelle Stansberry, Carmen Warner, Melissa Hansen, Debra Ziegler, Dave Gee, Dani Niss

**Ex-Officio Members Present:** Murleen Bellinger (ACTEN Executive Director), Richard Katt (NDE)

**Ex-Officio Members Absent:** Jeremy Cowley (President-Elect), Kathleen Kennedy (NCE Innovation Foundation), Jon Lechtenberg (NAEA), Kelly Means (NSBEA), Suzanne Neefe (FCSTN), Trevor Korte (NITEA), Mary Janssen (NAME)

**Secretary's Report:**

The Minutes from June 7, 2016 Board of Directors Meeting were reviewed. There were no other questions or changes to the minutes.

**Sierra Meyer moved to approve the minutes as presented. Brittany McPhillips seconded. Motion passed.**

**Treasurer's Report:**

Anne Schmall shared the Treasurer's Report. The 2015-2016 Budget was compared with the approved budget for the 2016-2017 fiscal year. The General Operating Account for the 2015-2016 year was reviewed. Murleen discussed the difference in ACTE dues due to amount being paid online and not accounted for in the account. ACTEN dues are accurate.

**The treasurer's report will be filed for Audit.**

**NDE Update: Richard Katt**

Rich presented on current Perkins legislation. Perkins bill may be on hold until after elections with current funding in place. The NCE Conference in June had over 700 attendees, over twenty of which were new. Tuesday of NCE will no longer be an optional day. Tuesday evening will begin with a general session followed by discipline session, followed by ACTEN meeting. Monday will become the pre-session day. More Administration sessions are planned to be added to NCE 2017.

### **2016 ACTEN Conference Review:**

An ACTEN membership registration pamphlet will be included in NCE packets to promote ACTEN numbers. Rich Katt suggested restructuring the ACTEN breakfast to resemble a round-table committee discussion raising involvement and engagement of members.

### **Strategic Plan and Committee List:**

The Strategic Plan was updated in January, 2016. The Program of Work is designed around the Strategic Plan. The goals of the Strategic Plan are to be updated during the Board of Directors' Meeting in January.

### **CareerTech Vision 2016 in Las Vegas:**

During the Board of Director's Meeting in June, Suzanne Neefe was voted as delegate from ACTEN and Courtney Bahe will be the alternate. There is a maximum of ten guests allowed, currently there are five attendees on the list (Anne Schmall, Jeremy Cowley, Suzanne Neefe, Murleen Bellinger and Joel Miller) for the State Leadership Breakfast. Five more guests will be decided. A \$50 gift card to Omaha Steaks was approved for the ACTE Fundraiser. Delayne Havlovic will pick up. The ACTEN social will be from 5:00 p.m. to 6:30 p.m. on Wednesday, November 30th, 2016 at the International Bar in Westgate Las Vegas Resort and Casino.

### **2017 (2019) ACTEN Awards:**

- a. Applicants will use the Awards Portal to apply. Division members are encouraged to apply for awards. The previous winner cannot win the same award again.
- b. There will be changes to the Award applications. Qualifications will be changed to a higher quality framework with twelve components. Applicants must meet at least one component. This change will go into effect during the upcoming year. Murleen Bellinger will be sending out application guidelines.

### **Career and Technical Education Month (February 2017):**

- a. FCSTN Legislative Workshop – The FCSTN Legislative Workshop could potentially be rescheduled to low registration.
- b. Information to Provide to State Senators – Information will be presented either on January 23<sup>rd</sup> or January 30<sup>th</sup>. Officers will be educated to present to the state. It was suggested to set up projects to show senate from each individual area or all 7 CTSO's. It was also suggested to invite a career academy to State day.
- c. Proclamation must apply in December and be done by January for approval in February for CTE month. Student organizations will then present.

### **Winter 2017 Newsletter:**

The Newsletter will be focusing on changing from historical to capturing photos/stories. The focus of the newsletter would be to present the quality of CTSO and

organizations. Suggestions were made to break up newsletter by area, contact individual members, and highlight organizations. A suggestion was made to update the Strategic Plan to include a newsletter committee. Cierra Meyer will take over newsletter position.

### **Website Update:**

Webmaster role is still vacant. There is a budget of \$125.00 being included for Webmaster. The Webmaster role is voluntary and the Webmaster does not need to be an ACTE member.

### **New Business:**

- a. January retreat will be hosted at the Fairfield in Grand Island either the weekend of the 13<sup>th</sup> and 14<sup>th</sup> or the 20<sup>th</sup> and 21<sup>st</sup>. Expenses for ACTEN Board Members will be paid through NDE. Anne Schmall will send out a Doodle asking which dates are preferred.
- b. 2016-2017 Leadership Handbook & ACTEN Board List – The Executive Director responsibilities will be added to the Leadership Handbook. Responsibilities of Board Members will be updated during January retreat.
- c. ACTEN Shirts will no longer be used. ACTEN will be creating Board Member pins that will include name and discipline.

**Sierra Meyer moved to approve the Board Member Pins being budgeted. Brittany McPhillips seconded. Motion passed.**

- d. Survey of the Members – Purpose of the survey is to assess the purpose of organization, what we should continue to do, what needs to be done and recruiting members. A new survey needs to be created and utilized during Re-Vision. A Google form was suggested to survey members.
- e. Membership – A suggestion was made to separate state and national dues for organizations. Rates for NCE could also be raised to include state level dues of ACTEN.

### **Adjournment:**

**President Anne Schmall adjourned the meeting at 12:02 p.m.**