

ACTEN Board of Directors' Meeting
Saturday, October 28, 2017
9:00 a.m. – 12:00 p.m.

MINUTES

Call to Order: President Jeremy Cowley called the meeting to order at 9:07 a.m.

Board Members Present: Jeremy Cowley, Emily Murphy, Dan Phillips, DeLayne Havlovic, Steven Woodside, Cynthia Baum

Board Members Absent: Morgan Trausch, Anne Schmall, Siera Meyer, Tyler Schindler, Janelle Stansberry, Carmen Hall, Camelle Kinney, Melissa Hansen, Debra Ziegler, Dave Gee, Brittany McPhillips

Ex-Officio Members Present: Murleen Bellinger (ACTEN Executive Director), Kathleen Kennedy (NCE Innovation Foundation)

Ex-Officio Members Absent: Richard Katt, Siera Meyer, Deb Wolken

Secretary's Report:

The Minutes from June 5, 2017 Board of Directors' Meeting were reviewed. There were no other questions or changes to the minutes.

**Kathleen Kennedy moved to approve the minutes as presented.
DeLayne Havlovic seconded. Motion passed.**

Treasurer's Report: DeLayne Havlovic

Numbers show that ACTEN membership has gone down. The Executive Director travel was below budget. The new budget begins October 1, 2017.

The treasurer's report will be filed for Audit.

NDE Update:

NCE conference will have a schedule change to Monday through Thursday. The 2017 NCE Conference was reviewed. Jeremy suggested that donations for the split the pot fundraiser go towards award winners. DeLayne suggested a year free membership for the award winners.

**DeLayne Havlovic motioned to make fundraiser source funding for award incentives.
Dan Phillips seconded. Motion passed.**

Strategic Plan and Committee List: Jeremy Cowley

ACTEN will continue to align committee goals with those listed in strategic plan. There are multiple representatives missing for committee groups. The positions will be discussed and filled at the January meeting.

CareerTech Vision 2017 in Nashville, TN, December 6-9, 2017:

Jeremy Cowley, Jason Speck, and Carol Kreutzer will be representing Nebraska at the Assembly of Delegates. Murleen proposed a Nebraska ACTE get together during the conference. Murleen and DeLayne will plan. The ACTE Fundraiser ACTEN contribution will be a \$50.00 gift card to Omaha Steaks.

2018 (2020) ACTEN Awards: Jeremy Cowley

Applicants will be using the Awards Portal to apply. 2020 is the year that needs to be applied for. Board members should be filling out applications and identifying organization members. Division representatives should also be filling out applications and identifying organization members. Jeremy Cowley suggested creating an Awards Portal guidelines video or document for new applicants.

Career and Technical Education Month (February 2018):

During the month of February a Career and Technical Education day will be at the Capitol. Jeremy Cowley suggested creating a Career and Technical Education video to promote throughout the state. Murleen will be sending out emails to promote Nebraska ACTE. Steven Woodside suggested Nebraska Loves Public Schools to promote CTE Month, use February to promote Career Education stories. Jeremy will contact Sallie Nelson Barrett to get something in place for February to promote CTE month.

Newsletter Format:

Continue sending articles via email. Murleen emailed the people who advertise on the newsletter to encourage them to continue advertising on the web based newsletter. We charged them \$200.00 for 4 ads, or \$50 for one. We will also be opening advertisements to other advertisers.

Advancing Career Education Training Review:

The board discussed challenges of being an umbrella organization to smaller organizations within the state. Anne Schmall and Jeremy discussed restructuring membership roles and terms to be extended to a two to three year term. It was suggested that the ACTEN Board President be a member on the board for a period of time prior to becoming president. Promoting ACTEN at the state level was discussed. It was decided that the January board meeting retreat on the 12th and 13th would be focused on promoting ACTEN and reforming the functionality. Committees will have time to meet and discuss the strategic plan.

New Business:

The ACTEN Board of Director's Retreat will be scheduled for January 12 and 13, 2018 in Grand Island. The June Board of Director's meeting will be set for June 4, 2018. Appointing chairpersons and committee members will be tabled until the retreat in January. Letters of service will be written to school administrators addressing the board

members serving. The Public Relations Committee will decide on ACTEN shirts or name badges for upcoming meetings and conferences. ACTEN Board of Directors will be surveyed to help form discussions for January retreat. Discussion questions will be used to guide ACTEN member survey.

State Discipline Association Reports:

Health Sciences (Deb Ziegler): Deb shared that more health science programs are being developed throughout the state.

NCE Innovation Foundation (Kathleen Kennedy): The NCE Innovation Foundation lost two board members to retirement or moving out of the state, they are currently looking for five board members for all career clusters. The Foundation signed a contract with Rich Katt as a depository funds institution with NDE. The Foundation will be sponsoring the Teach to Your Power Campaign for a second year. The Foundation has not been doing fundraising, their money has been coming from other donations.

Adjournment:

President Jeremy Cowley adjourned the meeting at 11:16 a.m.