



Meeting Agenda
Board of Directors Meeting
Saturday, September 11, 2021

2:15 pm–4:00 pm
West-MEC In Person - Board Meeting Room

Join Zoom Meeting

<https://us06web.zoom.us/j/88435726481?pwd=d2FoS2M1a2VTOHF3Uk84ekRqNzZM2UT09>

[Meeting ID: 884 3572 6481](#)

[Passcode: 472525](#)

Find your local number: <https://us06web.zoom.us/u/kBdOQxEEs>

Welcome **Rahsaan Bartet**

Quorum Verification (14) and Review of Agenda **Rahsaan Bartet**

Consent Agenda **Rahsaan Bartet, Pam Ferguson**

Action Items:

- Approval of July 21, 2021, Annual Meeting Minutes
- Shredding of 2015 and prior documents according to Retention Policy, Officer will sign-off on documents before shredding

Treasurer's Report **James Hawk and Shelly York**

Action Items:

- Financial Update
- Adoption of Annual Budget
 - Explanation and Discussion of Items
 - Signers on Banking Accounts (Stephen Weltsch, James Hawk, Shelly York)

Additional Items:

- Student Scholarship Checks mailed to colleges

ACTEAZ and Affiliates Signature Form for Board of Directors

Pam Ferguson, Shelly York

Pam will review with Affiliates to continue to file with the IRS and to keep Corporation Commission Reports up to date.

- Complete Affiliate Membership form and send to Shelly **(Binder)**
- Complete the Media Release Form **(Binder)**

ACTEAZ Premier Series

Robert Waller

- PS Classes Report
- PS Delivery Models
- Future Goals
- E-Mail for ACTEAZ Premier Series. PremierSeries@acteaz.org

Fellow Program Report

Maya Milhon

- 2021 Fellows Graduates
- New Fellows
- New Format Report
- Fellows Team: Maya Milhon, Mike Neu, Heather Webb, Michelle Bohon
- Thanks to the Fellows Scholarship Committee for the Auction etc.

Executive Directors' Report

Pam Ferguson and Shelly York

Discussion Items:

- **U.S. and State Taxes** will be filed by November 15, 2021, deadline
- **ACTE National Quality Association Award** Application due October 15, 2021
- **ACTEAZ Insurance Policies** – Travelers Liability and Officer Insurance has been renewed and was paid in July 2021 and new social media insurance paid for one year.
- **National Office Service**
 - Rachael Mann -New and Related Services VP until July 2022
 - Susan Leon -New and Related VP beginning in July 2022
 - NCLA Board-Stephen Weltsch
 - National IAED (Inclusion, Access, Equity, and Diversity) Shelly Thome
 - Arizona Member Mentors- Rahsaan Bartet, Stephen Weltsch, Aaron Parsons

- **Region V**
 - National and Regional Fellows Opportunities
 - ACTEAZ member Region V Committee Opportunities
 - Shelly Thome – Region V Policy Committee
 - Lori Luzier – Awards Committee
 - Susan Leon – Nominating Committee
- **Arizona Professional Development Conferences**
 - Fall Fest Virtual Symposium for New Teachers – Oct. 28 – Dec. 13, 2021
 - Mid-Winter Conference - ACTEAZ and ACOVA – Feb. 3 - 4, 2022
 - ACTE Summer Conference - Hilton El Con and Westin La Paloma
July 15 - 20, 2022
- **National ACTE Conferences and Region V Conference**
 - National ACTE Vision Conference In-Person and Virtual – Dec. 1 - 4, 2021, New Orleans
 - National Policy Seminar Crystal Gateway Marriott, March 21 - 22, 2022
 - Region V Rapid City, South Dakota - April 6 - 9, 2022

Awards

Rahsaan Bartet/Shelly York

- Including photos this year
- Self-Nomination
- Going live in Early October

Scholarships

Nicole Hampton/Shelly York

ADE Report

Cathie Raymond

AZ CTE Curriculum Consortium

Tammy Bonner

ACTEAZ Lobbyists

Tina Norton, Rahsaan Bartet

Action Items:

- **Continuance of Designated Lobbyist, Tina Norton**
 - Paperwork will be submitted by Tina Norton to Secretary of State with updated information on our Alternate Lobbyists on behalf of the Board of Directors
 - Tina will continue to file our reports as needed since she is the Designated Lobbyists.
- **Alternate Lobbyists**
 - Rashaan Bartet, Randy Kimmens, Lindsay Duran, Stephen Weltsch, James Hawk, Jennifer Brooks
 - Names to be removed from ACTEAZ Alternate Lobbyists List – Lisa Doll who has completed her officer term

Discussion Items:

- Advocacy Agenda to be discussed during November 1, 2021 Meeting
- 501 C6 nonprofit can endorse CTE issues; we cannot endorse candidates

ACTEAZ Contracts

Rahsaan Bartet

Action Items:

- WHOVA or other conference contracts
- ACTEAZ/ACOVA Mid-Winter Conference February 3 - 4, 2022
- Corporate Consulting Contracts
- Association Election Voting Contract
- Summer Conference Hotels Contracts, Computer Labs, and other contracts in relation to the Summer Conference
- Miscellaneous Conference Contracts
- Exhibitor Contracts
- Technology and Computer Contracts
- Service Contracts
- Rent Contracts
- Professional Development Contracts
- Employee Documents as needed
- Others that may come up for Association

2021– 2022 Board of Directors Meetings

Rahsaan Bartet

ACTEAZ Fall Retreat

September 11, 2021
2:15 pm – 4:00 pm
West-MEC

ACTEAZ Board of Directors Meeting

November 1, 2021
4:00 pm – 6:00 pm
Virtual

ACTEAZ Board of Directors Meeting

January 10, 2022
4:00 pm – 6:00 pm
Virtual

ACTEAZ Board of Directors Meeting

February 4, 2022
1:00 pm – 3:00 pm
Prescott Resort and Conference Center

ACTEAZ Board of Directors Meeting

April 18, 2022

4:00 pm – 6:00 pm

Virtual

ACTEAZ Summer Conference Annual Board of Directors Meeting

July 16, 2022

5:00 pm – 6:30 pm

Westin La Paloma

Affiliate and Special Group Representatives

(Please make sure you have filled out form for Secretary to include in minutes)

- ABEA, Chris Liebelt-Garcia
- AATA, Reta Yanik
- ACOVA, Anne Wisener
- AME, Mary Kavan
- ATIEA, Phil Howardell
- AZHCEA, Dina Chavez
- Business / Community Partnerships Mike McAfee/Michael Terrey
- Career Technical Districts, Amy West
- Community College, Dr. James Perey
- Counseling Representative, Rick Scaife
- FACS Ed, Sara Lazar
- Financial Review, Dennis Esparza and Lori Luzier
- Junior High Representative, Kristine Kwant
- University Representative, Nicole Hampton
- Workforce Development, Jennifer Kaufman-Fourness

Reminder: Please turn in or e-mail report form to Jennifer Brooks to be included in minutes

Good of the Order

Rahsaan Bartet

Adjournment

Rahsaan Bartet

Action Item:

- Adjournment

Next Meeting Reminder:

November 1, 2021

4:00 pm – 6:00 pm

Virtual