



Association for Career Technical Education of Arizona ~ Helping Teachers Create Students' Futures

**Board of Directors
Record of Minutes**

**July 9, 2020
Thursday, 1:00 pm – 2:30 pm
Via GoTo Meeting**

In Attendance:

Executive Board Members Present:

Lisa Doll, Rahsaan Bartet, Randy Kimmens, Stephen Weltsch, Lindsay Duran, Jim Hawk, Jennifer Brooks

Board of Directors Members Present:

Cathie Raymond (ADE), Dina Chavez (AZHCEA), James Perry (AOAC), Mike McAfee (Business & Community Partnerships), Nicole Hampton (University Rep.), Reta Yanik (AATA), Sara Lazar (FACSED), Chris Liebelt-Garcia (ABEA), Tina Norton (Lobbyist), Jennifer Kaufman-Fourness (Workforce Development & Community College), Debbie McKintosh (ACOVA), Rick Scaife (Counseling Rep), Bill Symonds (Global Pathways Institute), Tammy Bonner (AZ CTE Curriculum Consortium), Amy West (CTED Sups), Brady Mitchell (ATIEA & ACTEAZ)

Fellows Present:

Heather Webb

Consultants Present:

Pam Ferguson, Shelly York, Tony York, Cristina Benavidez

Call to Order

Meeting called to order at 1:05 pm by Lisa Doll

Quorum verified.

All present are welcomed asked to submit their name and affiliation in the chat window.

Action Item

- Approval of Minutes from April 20, 2020 Board Meeting.

Motion made by Debbie McKintosh and seconded by Stephen Weltsch. Motion passes.

Informational Items

- National ACTE Membership – Please make sure you are a National Member
- Sign up for ACTEAZ Membership on website, it is free
- Sign up for ACTEAZ Advocacy List on the website using a personal e-mail, no business or school addresses allowed.

Treasurer's Report**Action Item**

- Approval of accounts, statements, and budgets (all available in Live Binder)

Motion made by Amy West and seconded by Brady Mitchell. Motion passes.

Informational Items

- Lori Luzier and Dennis Esparza will complete the annual Financial Review at the beginning of school year.
- The financial impact of cancellation of summer conference – a balance of \$640,000 plus grant funds and donations is the lowest the association's balance could go due to this year's adjustments.

Summer Conference Update

- Our 45th Annual Conference was cancelled due to COVID-19.
- Contracts for 2020 at the Hilton El Conquistador and Westin LaPaloma were cancelled with no financial liability. Proactive measures were taken to ensure districts could reallocate funds originally designated for summer conference.
- Contracts were signed for 2023 with the same rates as 2020 at both Hilton El Conquistador and Westin LaPaloma with no financial liabilities for this year.
- Contract extension set for 3 years at same rates through 2023.
- Thanks to our Executive Team, Cathie Raymond and ADE staff and the Association Affiliate's for their leadership. It takes a team to put together this conference every year and we appreciate everyone's involvement and support through these times.
- The Mobile App is 90% completed and will be tested and made ready for next year.
- All hotel reservations for Summer Conference did get cancelled. The entire conference block was cancelled so no one was charged any amount.

ACTEAZ State of the State 2019-20 Report

- Highlights of the ACTEAZ State of the State for 2019-2020. A copy of the report is available both in Board Binder and on the website.
- Highlights from Lisa – The email list is up to 1,400 people. There have been 140 fellows since 2000. Last year we had the first ever poster session at Summer Conference. The Members at Large positions were established on the board and welcomed

ACTEAZ Advocacy Report

- Thanks to Tina Norton for being our ACTEAZ Lobbyist. There are contact trees for advocacy within the association and within affiliates.
- Our AZ State Legislature left this past spring with many bills on the table. Nothing CTE related passed, but the Governor's Executive Order ensures school budgets will be 98% and will also cover CTED's.
- CTE enrollment impact still a concern, but there are many unknowns. Consideration to how many students might miss out on the opportunity to participate in CTE. How can hybrid or online environments be utilized is part of the conversation.
- There is a Governor press conference today at 3 p.m. Rumor of an Executive Order around health care or possibly another stay at home order but no expectation about the start of school included.
- Reports from the spring indicated 20% of student engagement, but figures as high as 92% for CTE classes online in the spring. Many discussions around the CTED community about how to continue to engage students and provide opportunity.
- Feel free to contact Tina Norton and reach out as there is still work going on and advocacy.
- One area of concern is teacher retention with reports estimating up to 20% of teachers not coming back for the 20.21 year.
- There are many different plans based on community situations and needs. What we do know is that it is an impossible situation and many unknowns, but everyone is planning on some sort of in-person learning for students in the fall. What that will look like if/when it will need to shut down again is yet to be determined and day by day adjustments will likely need to be made.
- Thank you to Cathie Raymond and the Dept. of Ed. With the AZ Online Instruction there is no way to currently count CTED enrollment using AOI and that needs to be resolved. Given the numbers, a hybrid model will address the satellite funding issue and it is important for clarifications – thank you to the AZ Department of Education for working to address and provide guidance.

Thanks to Last Year's Officers and Board of Directors

- Thank you from Board of Directors to ACTEAZ staff and contractors.
- Thank you from Lisa to everyone on the executive board and all of our board of director's members.

Executive Board

- Lisa Doll: President
- Randy Kimmens: President Elect
- Curt Bertelsen: Past-President
- Stephen Weltsch: Vice-President
- James Hawk: Treasurer
- Jennifer Brooks: Secretary
- Rahsaan Bartet: Member at Large
- Lindsay Duran: Member at Large

Board of Directors

- Brody McGuire: AATA
- Chris Liebelt-Garcia: ABEA
- James Grieshaber/Debbie McIntosh: ACOVA
- Hector Reyes: AME
- Brady Mitchell: ATIEA
- Dina Chavez: AZHCEA
- Shawn Morris: FACS Ed
- Cathie Raymond: ADE Representative
- Mike McAfee: Business Partnerships
- Rick Scaife: CTE Counselors
- Nicole Hampton: CTE University Liaison
- Christine Nelson: Fellowship Director
- Fellows Coordinators: Mike Neu, Julie Stockwell, Heather Webb and Michelle Bohon
- Dean Petersen and Lori Luzier: Financial Review Co-Chairs
- William Symonds: Global Pathways Institute
- Dennis Esparza: Junior High Representative
- Tina Norton: ACTEAZ Lobbyist
- Amy West: AZ Career Technical Education District Representative
- James Perey: Arizona Occupational Administrators Council (AOAC)
- Jennifer Kaufman-Fourness – Workforce Development
- Tammy Bonner: AZ CTE Curriculum Consortium

Certification Hours to Board of Directors for Service (30 Hours per ADE Website). Please access via the registration system.

Comments by Lisa Doll and Passing of the Gavel to Randy Kimmens

Lisa provides remarks and thanks everyone for their hard work and efforts in support of Career & Technical Education across Arizona.

Randy accepts the transition of office and provides remarks. Although this has been such a challenging year everyone coming together in CTE have made things work. Thank you to Lisa for her historic legacy for CTE in Arizona and all of the items she has impacted and implemented during her term. The strength of the association is in large part due to her leadership and we look forward to her continued participation.

Introduction of Officers and Board of Directors for 2020-2021

Action Item: ACTEAZ Board for Approval of Board Members to serve for 2020 – 2021.

- President: Randy Kimmens
- Past President: Lisa Doll
- President-Elect: Rahsaan Bartet
- Vice President: Stephen Weltsch
- Secretary: Jennifer Brooks
- Treasurer: Jim Hawk
- Brady Mitchell: Member at Large
- Lindsay Duran: Member at Large
- Reta Yanik: AATA
- Chris Liebelt-Garcia: ABEA
- TBD: ACOVA
- Jon Oldfield: AME
- TBD: ATIEA
- Tammy Bonner: AZ Curriculum Consortium
- Dina Chavez: AZHCEA
- Sara Lazar: FACS Ed
- Cathie Raymond: ADE Representative
- Mike McAfee: Business Partnerships
- Rick Scaife, CTE Counselors
- Nicole Hampton: CTE University Liaison
- Maya Milhon: Fellowship Director
- Lori Luzier and Dennis Esparza: Financial Review Co-Chairs
- Dennis Esparza: Junior High Representative
- William Symonds: Global Pathways Institute
- Tina Norton: ACTEAZ Lobbyist
- Amy West: AZ Career Technical Education District Representative
- James Perey: Arizona Occupational Administrators Council (AOAC)
- Jennifer Kaufman-Fourness – Workforce Development

Motion made to approve the board members as listed made by Lisa Doll and seconded by Lindsay Duran. Motion passes.

Notification of ACTEAZ Board Meeting Dates 2020 - 2021

- ACTEAZ Summer Conference Annual Board of Directors Meeting - July 9th, 2020
- ACTEAZ Fall Retreat – September 12, 2020
- ACTEAZ Board of Directors Meeting – November 2, 2020
- ACTEAZ Board of Directors Meeting - January 11, 2021
- ACTEAZ Board of Directors Mid-Winter Meeting – March 1, 2021
- ACTEAZ Board of Directors Meeting - April 19, 2021

Motion made to approve the Board Meeting calendar as listed made by Brady Mitchell and seconded by Stephen Weltsch. Motion passes.

Executive Director Report

- National ACTE Conference (Gaylord Opryland Resort & Convention Center, Nashville, TN, December 2-5, 2020) – At this time decisions are still being made based on the situation; registration still encouraged.
- Region V Winners will compete at National in Nashville include Lisa Doll, Aron Schmidt, Nicole Hampton and Lori Merrill. We look forward to celebrating with them.
- Congratulations to Tammy Bonner and the AZ CTE Curriculum Consortium for being awarded the Innovative Program Award.
- ACTEAZ was awarded the Region V Publication Award for our Conference Program.
- Thanks to Lori Luzier who serves on the Region V Awards Committee and Rachael Mann for her service on the Region V Policy Committee.
- The Region V Conference Cancelled; it is rescheduled for October 29th virtual.

ADE Report

- The Perkins V AZ Strategic Plan was approved. Thank you to the group of stakeholders who developed the considerations for CTE and provided guidance on how to deliver CTE given the challenges faced. At this time the 51% hands-on requirement will be weighed when monitoring visits are happening.
- ADE follows all Executive Order guidance and the upcoming CTE Administrators meeting in August will be broken into 4 parts.
- There will be a virtual Commission meeting on Monday where 4 sets of Technical standards are set to be approved.
- The CTE teacher recruitment brochure has been released and is on the website.
- The AZCIS contract has ended and the department is now working with Futures, Inc. to align with Pipeline AZ.
- CTSO's requirements are still in place including 5 minimum members per chapter. All CTSO conferences will be virtual this fall and may be archived so teachers can continue to access.
- ADE continues to work with CIS vendors and data accuracy.

ACTEAZ Premier Series Report

- Summer Conference Mini Premier Series Offerings and Numbers: 14 Premier Series classes originally planned for Summer Conference were redesigned for virtual offerings including 5 shorter CTSO options throughout July. The rates were \$50 for full course or \$25 for each of the shorter CTSO options.
- To date 45 attendees have registered with participants being sent a hard copy binder in advance of online session. A big thank you to West-MEC for assistance with teachers for the courses and the platform.
- We are currently reprogramming for a virtual course for the end of July which was previously scheduled in person in Yuma. The course is currently set for Yuma teachers, but consideration to open it up statewide will be made.
- Fall in-person courses are likely to be transitioned to virtual depending on situation in Arizona. Zoom & Google Classroom along with other tech tools are being utilized.
- We are continuing to look ahead to virtual options to allow for greater flexibility and access.

ACTEAZ Fellows Program Update

- Update on the newly redesigned Fellows Program.
- A meeting was held with previous Fellows leaders to determine best practices to continue and adjustments to make. Restructuring the program to ensure specificity and content. It has been fine-tuned and Maya Milhon will be taking over as the Fellows lead. Applications are currently open through the end of August so if you know anyone who is interested please encourage them to apply. It is a 2-year commitment with no out of state travel required.

Reports by Affiliates and Special Group Representatives

- AATA (Reta Yanik) – Congratulations to Curtis Willems for being selected AZCTEAZ Teacher of the Year and to Richard McPherson for being selected for the Carl Perkins Award. The National FFA Convention is being scheduled for a virtual convention at this time due to the pandemic.
- ABEA (Chris Liebelt-Garcia) - ABEA in conjunction with Elena Sobampo are putting on virtual conference next week. We are currently developing a mentoring program within ABEA and are looking to join AME for a joining conference in the 21.22 year. We continue to also work on our social media presence.
- ACOVA (Debbie McKintosh) - ACOVA is planning a virtual business meeting on July 21 for purposes of welcoming new directors, holding executive board elections, celebrating successes, and sharing start of year announcements. We are also hoping to connect with AZCTECC for a quick informative update. We are continuing to plan for the Fall Conference (will meet with Sherry from the Prescott Resort in August). While we will hold Camp M&M 2021 at the Hacienda del Sol, the ACOVA Board plans to visit and tour the El Conquistador to see what they have to offer us for the future.

- AME (Jon Oldfield) – No report.
- ATIEA (Brady Mitchell) – Currently finalizing summer conference sessions and will again be able to provide 3 - \$1,000 scholarships in alignment with ACTE in addition to a \$1,000 scholarship by an industry partner for a specific student going directly to work.
- AZHCEA (Dina Chavez) – No report.
- AZ Curriculum Consortium (Tammy Bonner) – We are thrilled to have the launch of the new platform the CTE Curriculum Connection. A crosswalk has been developed to support Active Participation strategies and is available on our site. We had a successful Virtual BP/FW event and hope to replicate it throughout the fall. This is a gentle reminder to encourage teachers to connect with colleagues from across the state via program discussion groups on the CTE Curriculum Connection. We are presenting at Elena's virtual event next week and offering any PD that may be valuable for districts as they kick off the fall semester.
- ATIEA (Brady Mitchell) – Officer elections have been scheduled and virtual meetings are being held.
- AOAC (Jennifer Kaufmann Fourness for Dr. James Perey) - Transitions to quality online classes is a priority. The community colleges are working to ensure all offerings 80% online and 20% face to face; how those are going to be organized and run is still not clear. We are also working to ensure appropriate allocation of CARES act funding including ensuring the new guidance for international students on certain visas are supported.
- Business / Community Partnerships (Mike McAfee) - Michael Carey is very experienced in the automotive industry here in the valley and is being welcomed. We visited 34 dealerships and are happy to report an increase in numbers from May 2020 vs. May 2019. Currently 90 student interns are working. The collision repair business is down likely due to less commuting and although 1 student has been furloughed, we hope to get them back up once business picks up. Thanks to all the CTE Administrators and Teachers.
- Junior High Rep (Dennis Esparza) – No report.
- FACS Ed (Sara Lazar) – We welcomed new board members in June and were able to award a scholarship recipient for a student in May from Gilbert who will be going to ASU.
- CTEDs (Amy West) – No report.
- Guidance & Counseling ASCA (Rick Scaife) – Getting ready to gear up for the school year best we can.

- University Representative (Nicole Hampton) - Universities are facing instrumental challenges across the country and Higher Ed is likely to look very different. Enrollment is down at all state universities especially ASU and U of A who have many international students. All have furloughed staff which affects faculty and staff pay. Grand Canyon seems to be not impacted as much and their numbers appear to be strong with plans to open in person. Concordia University out of Oregon CTE program closed, NAU one of the few remaining.
- Workforce Development (Jennifer Kaufman Fourness) - Extreme needs seen in many industry sectors to support workers laid off or furloughed. Considerations for short term training to assist in skill attainment to fill and upskill or re-career completely. MCCCCD is currently piloting the AZ Pipeline tool at 3 locations with an evaluation after 6 months. So far, we have found the seamless transition from secondary to post-secondary to adult beneficial.
- Bill Symonds (Global Pathways Institute) - School Career Development Advisors program is hoping to be implemented in Arizona. We are working with West-MEC to offer PD along those lines and working to see what that will look like in alignment with ADE and Pipeline AZ. The Western Pathways Conference in June was cancelled and considering a rescheduling date for 2021.

Good of the Order

Lisa informs the board of the committee and executive board decision regarding the transition from a contractor to an additional employee of ACTEAZ and the process still to come.

Pam thanks everyone for coming together and hopes we can see each other safely in person soon.

Adjournment

Meeting adjourned at 2:37 pm after conclusion of business.

Motion made by Debbie McKintosh and seconded by Lisa Doll. Motion passes.

Minutes respectfully submitted by Jennifer Brooks, Secretary.

Next ACTEAZ Board Meeting

Fall Retreat

Saturday, September 12th 8 am – 12 pm.

Virtual

Respectfully submitted by

Jennifer Brooks

Approved September 12th Board Meeting