



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

**Board of Directors  
Record of Minutes**

**January 11, 2021  
Monday, 4:00 pm – 6:00 pm  
Via GoTo Meeting**

In Attendance

**Executive Board Members Present:**

Rahsaan Bartet, Jennifer Brooks, Lisa Doll, Lindsay Duran, Randy Kimmens, Brady Mitchell, Stephen Weltsch

**Board of Directors Members Present:**

Cindy Gutierrez (ADE), James Perey (AOAC), Mike McAfee and Michael Terrey (Business & Community Partnerships), Nicole Hampton (University Rep.), Reta Yanik (AATA), Chris Liebelt-Garcia (ABEA), Jennifer Kaufman-Fourness (Workforce Development & Community College), Craig Lunt (ACOVA), Tammy Bonner (AZ CTE Curriculum Consortium), Jonathan Oldfield (AME), Amy West (CTED Sups), Phil Howardell (ATIEA), Maya Milhon and Mike Neu (Fellows Coordinator), Sara Lazar (FACSED), Tina Norton (Advocacy Rep.), Dennis Esparza (Middle School Rep), Rick Scaife (Counseling Rep.),

**Fellows Present:**

Courtney Hundley, Donna Lyons, Diane Parsons, Diane Sorden, Lauren Moraga. Christina Rock

**Consultants/Employees Present:**

Pam Ferguson, Shelly York, Tony York, Cristina Benavidez, Robert Waller

**Call to Order**

Meeting called to order at 4:01 pm by Randy Kimmens

Quorum verified.

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

## Consent Agenda

### Action Item

- Approval of Minutes from November 2, 2020 Board Meeting.
- National ACTE Membership - Please make sure you are a National Member.
- Arizona Corporation Paperwork for 2021 was signed by President and filed for February due date.

Motion to approve the consent agenda made by Brady Mitchell and seconded by Rahsaan Bartet. Motion passes.

## Treasurer's Report

### Action Items

- Review of Accounts
- 1099's will be sent to the accountant to make January 31st deadline.
- ADP does payroll W-2 for our employees.

Motion to accept the Treasurer's report as presented made by Stephen Weltsch and seconded by Lisa Doll. Motion passes.

## Informational Items

- A snapshot of the financial picture for the association was shared.
- Workman's Comp insurance audit is due later this month.
- Social Media insurance – staff asked complete additional paperwork and provide an update on what the association uses, including software etc. Due at the end of January.
- Any LLC the Association does business with is required to receive a 1099 from us, but due to the cancellation of last year's summer conference we don't have

## Arizona Legislative Report to the Board

- Today is the first day of the legislative session, the make-up is similar as last year. House and Senate are both very close as far as majority/minority.
- Last year CTE put forth four bills, but due to the legislative session being cut short the same bills are going to be presented again this year. 4<sup>th</sup> Year funding and Anytime Anywhere are sponsored by Rep. Udall and Sens. Meznard and Boyer.
- HB 2024 Internship bill will be heard tomorrow at House Education Committee at 2 p.m. It is a money bill so it may not move forward, but it is a good sign that it is being heard so early.
- Virtual testimony for House Education committee will be allowed this year.
- Any member of the public can always go in and request to speak for or against any bill.
- There were recent protests at the Capitol, but they were mostly peaceful. The Governor's tower was evacuated.

## **ADE Report**

- ADE CTE is still telecommuting.
- The Statewide Directors meeting will be held February 4<sup>th</sup> via Microsoft Teams from 3:00 – 4:30 p.m. Look for the invitation from ADE CTE.
- Quality Commission Update – Standards and Industry Credentials were approved at the last meeting, some of the Industry Credentials will be going to the State Board to be approved for the A-F List.
- New Industry Credential nominations will be accepted from March through the fall. Check the ADE website for the application and additional information.
- Program Supervisors are ready to jump in to Summer Conference planning whenever they get the word on whether it is virtual or in-person. The team is scheduled to meet with ACTEAZ staff later this month to discuss.
- CTSO Advisors are finalizing the details for their virtual State Conferences coming up this spring.

## **Elections for the 2021-2022 ACTEAZ Executive Board**

- Additional information and the application will be coming in March.
- Open positions include:
  - President-Elect, Vice-President, Secretary, Member-at-Large
- Please consider running for office. Feel free to ask any current board member if you have any questions about the positions, commitment, etc.

## **Executive Director's Report**

- The AZ Corporation paperwork has been filed.
- A Governor's Proclamation has been requested for CTE Month. It will be available virtually for anyone to post and use. A special thank you to the Governor's office for their assistance.
- The Quality Association Award was received for 2019-2020 at the virtual National Conference in December.
- ACTE National Policy Seminar will be a virtual conference at the end of February to align with CTE Month. Please feel free to register at [www.acteonline.org](http://www.acteonline.org).
- Region V Conference will be virtual.
  - Region V Awards in the seven categories are due March 1st. Pam will be sending the information to those applicable.
  - Publication Entries from Arizona for Region V - Pam will fill out.
  - ACTEAZ Region V Hall of Fame- Award – please see Pam Ferguson if you have any ideas or suggestions for this category.
  - Call for Presentations from for Region V Conference due January 15, 2021.
- There will be no Mid-Winter Conference this year due to travel restrictions and substitute issues. This would have been our 21st year. Hopefully, we can resume in the future. The Prescott Resort worked with us to allow for no cost for the cancellation.

## **“Find Your Pot of Gold” Conference**

- This virtual opportunity will be March 4th and 5th.
- Everyone on the board is invited to submit a Call for Presentations the deadline is January 27<sup>th</sup> with videos February 8, 2021.
- Components of Conference including the call for presentations (30-minutes, taped) has been sent out as well as registration. Presentations will be available for two-weeks after the conference has ended. Exhibitors will be a part of the conference and some will be doing presentations as well. This is a chance for the association to have a test run for the virtual conference and take any lessons learned for the future. Cost is \$220.
- Working on Virtual Tours Component – so many of our members already have virtual tours with great videos that could be incorporated. Please consider sharing and if you have any ideas please reach out to Pam.

## **CTE Month**

- The CTE Governor Proclamation will be available and distributed.
- Evergreen flyers are available on the website for CTE Month.
- Possible new flyers may be published depending on theme for this year.
- A calendar with suggested activities each day for the month is being finalized and will be posted in the next week or so.

## **Premier Series Update**

- Thanks to Debra Zurcher who will be leaving the association at the end of the month.
- Welcome Robert Waller as the new Premier Series Coordinator.
- Robert will be reaching out to assess needs for various districts, especially rural. If you have any specific requests please feel free to reach out to Robert.
- Report on Premier Series for Upcoming Classes – over the past year 25 courses have been offered with over 250 participants.

## **ACTEAZ Fellows Program**

- News with the Fellows – monthly meetings are progressing and building the new format for the fellows program in this virtual world.
- Thanks to Mike Neu, Michelle Bohon, Lisa Doll, and Heather Webb for their assistance and support.
- Scholarship Auction – discussion has been happening to incorporate a virtual opportunity possibly tied to Summer Conference rather than Pot of Gold to provide enough time to figure out the details and work out the kinks.

## Summer Conference 2021

- THEME: "Maintaining Your Balance and Moving Forward"
- Invitation for attendees at today's meeting to share in the chat regarding the current and expected travel guidelines for each district. Additional concern voiced regarding travel restrictions not just based on health guidelines, but also financial concerns from districts & post-secondary institutions.
- Summer Conference Hotel Rooms TBD end of March
- Call in Reservation Numbers will be sent out closer to March time
- Considerations still being discussed include:
  - Westin Friday/Saturday Procedures?
  - Special Affiliate Timeslot at SC on Sunday?
  - Computer Labs?
  - 50 Minute Sessions?
  - Exhibitors (Dedicated Time) Exhibitors also Monday and Tuesday all day?
  - General ACTEAZ Sponsors?
  - Conference Bag Sponsors with their Logos?
  - Poster session?
- Keynote Jason Schechterle (This was last year's keynote who postponed to this year)
- Thank you to ACOVA for sending out the email to the local directors.

## Awards Update

- Awards are due February 26, 2021
- The nomination forms are now available online and to be submitted online.
- Be sure to nominate colleagues or business partners.
- Please ensure your membership is current to nominate or be eligible for some awards and to submit an award nomination.
- We need representative from Affiliates for the Awards Committee.
- Those award categories not submitted will be filled by the Executive Committee.

## ACTEAZ Student Scholarships

- Scholarship forms are due February 26, 2021.
- The form is now online and submitted online.
- ACOVA, CTEDS, AOAC, ATIEA also are partners in the Scholarship Presentations
- Scholarships numbers may be reduced per funding options.

## New Website

- The website was updated over the weekend with the addition of CTE Leads and the new design.
- Updates are still coming with additional resources being added regularly.
- The CTE Leads website has been folded into the ACTEAZ website. Shout out to Tony and Shelly on all of the work they have put in behind the scenes. Much of the work is done already, but additional resources being added.

## Affiliate and Special Group Representatives' Reports

- AATA (Reta Yanik) – The FFA State Career Development Event will be held virtually this year due to COVID 19.
- ABEA (Chris Liebelt-Garcia) – ABEA is joining AME in a Virtual Conference on Jan. 23, 2021 and planning on joining them in person Jan. 2022. ABEA is also working on a Winter Newsletter and trying to get input from members. Planning on a Board meeting end of Jan. beginning of Feb. 2021.
- ACOVA (Craig Lunt) – Dr. John Mulcahy was presented in-person the Spirit of ACOVA award. The 2021 Spirit of ACOVA award nomination form is available on [www.ACOVA.org](http://www.ACOVA.org). ACOVA hopes to submit at least three sessions for the Pot of Gold conference. | Just keep swimming, swimming, swimming. What do we do? We swim, swim, swim. ~Dory~ Finding Nemo
- AME (Jon Oldfield) – Working with ABEA for a virtual conference for 4 hours on a Saturday later this month. Meet monthly with DECA to stay in touch.
- ATIEA (Phil Howardell) – no report
- AZHCEA (Dina Chavez) – no report
- AOAC (Dr. James Perey) – Fall virtual conference went well AACC Keynote Speaker; have met a few times since then and a meeting this Friday to discuss upcoming plans. Pot of Gold sessions to be discussed as well as virtual tours
- Business / Community Partnerships (Mike McAfee and Michael Terrey) – Transportation is an essential service with a few new national programs being rolled out. Currently updating the contact list for each automotive program. ASE to run a pilot in post-secondary with internships.
- Curriculum Consortium Update (Tammy Bonner) – CTE Curriculum Connection new resources added as well as the Discussion Forum. Blueprints and Frameworks as well as Scope & Sequences workshops are being held virtual. The next quarterly meeting is scheduled for February 10<sup>th</sup> 10 a.m. – 12 p.m.
- FACS Ed (Sara Lazar) – Virtual PD opportunities were provided in the fall; board meeting tomorrow to discuss how to engage members this spring.
- Financial Review (Lori Luzier, Dennis Esparza) – no report
- Guidance & Counseling ASCA (Rick Scaife) – Amanda Nolasco has created a schedule of office hours to provide an opportunity to connect and support each other
- Joint Technical Districts (Amy West) – Effectiveness audit came out in December with tracking data as a focus moving forward. Recruitment is an issue and CTED's are focusing on how to maintain enrollment, re-engage students and work with educational partners, etc.
- Junior High Representative (Dennis Esparza) – no report
- University Representative (Nicole Hampton) – no report

- Workforce Development (Jennifer Kaufman Fourness) – MCCCCD enrollment down 15% in the fall; restrictions on budget and staff is real; confusion regarding vaccines for post-secondary space; revamp workforce development and meeting the skills gap for employers outside of the traditional paths
- CTED Supts (Amy West) - The CTED Effectiveness Audit was released in December. There was a lot of focus on data collection! Along with this, CTEDs are working on recruitment for programs at central campus and community colleges for next year which is a struggle right now. We are looking at ways to re-engage students in their education as Districts are also looking at how to help students graduate and provide credit recovery.

### **Good of the Order**

None shared.

### **Adjournment**

*Meeting adjourned at 5:40 pm after conclusion of business.*

*Motion made by Mike McAfee and seconded by James Perey. Motion passes.*

*Minutes respectfully submitted by Jennifer Brooks, Secretary.*

**Next ACTEAZ Board Meeting**  
Monday, March 1<sup>st</sup> 4:00 pm - 6 pm  
Virtual