



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

## Board of Directors Meeting Agenda

**Monday, October 24, 2022**

**4:00 pm – 6:00 pm**

**In Person and Virtual Meeting**

**191 W. Oakland St., Chandler, AZ 85225\***

**For Directions call Meg Dial at 480-224-2510**

\*Parking lot is located between the building and the Chandler HS football field. You must enter the parking lot from Oakland Street. Sometimes, GPS directs you to the wrong entrance.

### Join Zoom Meeting

<https://us06web.zoom.us/j/85152883743?pwd=QVdaOUe2RDhnVUJlWm5HMy9aVkdiQT09>

**Meeting ID: 851 5288 3743**

**Passcode: 917181**

**Welcome**

**Lindsay Duran**

**Call to Order, Establish Agenda and Verify Quorum**

**Lindsay Duran**

**Consent Agenda and Minutes**

**Lindsay Duran**

### **Action Item:**

- Approval of September 17, 2022, ACTEAZ Board Minutes.

**Treasurer's Report**

**Lori Luzier and Shelly York**

### **Action Items:**

- Financial Report
- Mid-Winter Registration Cost - \$325.00
- Summer Conference Registration Cost

- Taxes must be filed by **November 15, 2022**. Lindsay Duran, President will sign for ACTEAZ.
- 990 Form Review with ACTEAZ Accountant, Peter Stonikas at Stonikas LLC. Tax Questions on IRS form to be answered to maintain Non-Profit status.
- All 2021-2022 Board Members Names are listed on IRS report and form, please review. When we receive notice the taxes are completed, we will upload to binder for your review so that our minutes reflect the Board of Director reviewed.

**ACTEAZ SMART Goals for the 2022-2023 Year****Lindsay Duran**

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- Develop a plan to increase vetted instructors based on research and identified needs of Premier Series courses by summer 2023.
- Develop a monthly newsletter to all active members that highlights events and resources available to all members by the next fall retreat.
- Podcast repository: By end of 22/23 school year ACTEAZ will provide a minimum of four podcasts on relevant CTE related topics using ADE, board members, and lobbyists as sources. Track impressions and include on ACTEAZ Member Survey.
- Provide teachers with exposure to their affiliates and provide opportunities for the Affiliates to network. (measure by workshop/membership and attendance/members.)

**Executive Directors Report****Pam Ferguson**

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- National ACTE Conference Calls (Once a month)
- Report of telephone call with Fred Wheeler, who is our contact for our corporate insurance
- Quality Association Award Application filed prior to deadline.
- National Elections: Voting will begin in December 2022 for National ACTE Members.
- National ACTE in Las Vegas November 30-December 3.
  - Delegate Assembly on December 1. Arizona Delegates: Lindsay Duran, Jennifer Brooks and Patti Pastor.
- National Policy Seminar, March 20-22, 2023, Crystal Gateway Marriott, Arlington, VA.
- Region V Conference 2023 Fargo, North Dakota. April 12-15, 2023.

**Member Survey****Lindsay Duran**

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- Sending survey to members on Tuesday, October 25, 2022. Survey. Survey will close November 9, 2022.

- Virtual Meeting Report from October 18, 2022 Committee Meeting.

**Voting Item:**

- Discussions and Recommendations for Scholarship Revisions.
- Scholarships are scheduled to go live on November 1, 2022

**Award****Stephen Weltsch**

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- Awards are scheduled to go live on November 1, 2022.
- ACTEAZ Affiliate Award Eligibility
  - Sixty percent (60%) of the affiliate board members must be ACTEAZ Members.
  - Affiliate Representative must have participated in 4 out of 6 of ACTEAZ Board Meetings either in person or virtual.
- Thanks to Dennis Esparza for doing two more Fellows Plaques and new name plates for award winners from summer conference.

**Premier Series Report****Shelby Freytag**

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- Update on Premier Series classes.
- Premier Series Retreat – December 7, 2022, at West-MEC

**CTE Month****Alec Damiano, Shelly York**

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- Video Contest schedule to go live goes live November 7, 2022. We are waiting on ACTE National to put up the legal information we must follow.

**New Website Updates****Alec Damiano**

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- Continuing to update website and move things around as we finish rearranging in our new design.

**2022 ACTEAZ and ACOVA Midwinter****Lindsay Duran, Pam Ferguson, Shelly York**

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- Contract signed for Prescott Resort for February 2 and 3. ACTEAZ is the fiscal agent.
- Room reservations for hotel now open – Information will be put on website.
- Registration, Call for Presentations, and Exhibitor Registration is scheduled to go up October 31<sup>st</sup> Go to [www.acteaz.org](http://www.acteaz.org) for registration.

- Summer Conference Theme: **“The Power of Connections”**
- Conference In person at Westin and El Con.
- Session Management training is on November 9<sup>th</sup> at 3:30 p.m.- 5:00 p.m. Training will be taped, and one on one training is available for those not able to attend.
- Currently working with ADE and Hotels as we transition to any Summer Conference changes and revisions to layouts, sessions etc.
- New Summer Conference Committee. First meeting November 7<sup>th</sup> Virtual 3:30 pm to 4:30 p.m. This committee does not take the place of the group of ADE, Affiliates and ACTEAZ group that puts in sessions. A topic may be Keynote Discussion.

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**Advocacy Report****Tina Norton**

- Tina Norton is the Designated Lobbyist and updated report which was filed with the Secretary of State for current year Lobbyist and Alternate Lobbyist.
- Updates

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**ADE Report****Cathie Raymond**

- ADE Meeting on Wednesday 1st at Prescott Resort

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**AZ Curriculum Consortium****Tammy Bonner**

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**Fellows Program****Maya Milhon**

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**Affiliate and Special Group Representatives' Reports**

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

- AATA, Reta Yanik or Sharon Metzger
- ABEA, Chris Liebelt-Garcia
- ACOVA, Marsha Becker
- AME, Ginger Liddell
- ATIEA, Dennis Esparza
- AZHCEA, Hailey Adams
- Business / Community Partnerships, Michael Terrey
- Career Technical Districts, Amy West
- Community College, James Perey
- FACS Ed, Sara Lazar
- Financial Review, Dennis Esparza.
- 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**

**Lindsay Duran**

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**Adjournment**

**Lindsay Duran**

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**Next Meeting Reminder:**

January 9, 2023  
4:00 pm-6:00 pm  
Virtual Meeting