



Board of Directors

Record of Minutes

Monday, October 24, 2022

4:00 pm – 6:00 pm

Chandler High School

In Attendance:

Executive Committee Members Present:

Lindsay Duran, Jim Grieshaber, Rahsaan Bartet, Stephen Weltsch, Lori Luzier, Patti Pastor, and Heather Webb

Board of Directors Members Present:

Dennis Esparza, Ginger Liddell, Jennifer Kaufman, Hailey Adams, Marsha Becker, Reta Yanik, Maya Milhon, Kris Kwant, Nicole Hampton, Cathie Raymond, Amy West, Chris Liebelt-Garcia, Tammy Bonner

Fellows Present: Jon Hewitt

Consultants Present/Employees Present:

Pam Ferguson, Shelly York, Alec Damiano, Shelby Freytag, Kailyn Gillette

Call to Order:

Meeting called to order at 4:01 p.m. by Lindsay Duran

Quorum verified.

Consent Agenda

Action Item:

Approval of September 17, 2022, minutes

Motion made by Dennis Esparza and Jim Grieshaber seconded. Motion passed

Treasurer's Report

General Information: We are continuing to collect SC Money from 2022

Action Items:

Financial Report (Balance Sheet and Budget) Motion to Approve by Cathie Raymond and seconded by Stephen Weltsch. Motion Passed

Raising Mid-Winter Registration Cost to \$325.00. Motion to approve Stephen Weltsch and seconded by Cathie Raymond. Motion Passed

Summer Conference Registration Cost \$575 Advance and \$625 Regular. Motion to approve by Lori Luzier and Stephen Weltsch. Motion Passed.

IRS 990 Form and 2021-2022 Taxes to be Filed

- 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 reviewed results from Fall Retreat and the following goals were established for 22/23 school year.

- 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 three 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

- National ACTE Conference Calls are attended by Pam Ferguson 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

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

Scholarship Report

- Lori, as Treasurer, will be the Scholarship Chair and the Scholarship Committee will be the Affiliates that contribute funds for Scholarships.
- Virtual Meeting Report from October 18, 2022, Committee Meeting.
- Lori will also make a video.
- Scholarship applications are scheduled to go live on November 1, 2022. Scholarships due March 17th.

Voting Item:

Discussions and Recommendations for Scholarship Revisions. Conference Session on how to do the scholarship application. Motion made to approve by Jennifer Kaufman Fourness, and Amy West seconded. Motion passed.

Award Report

- The 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 the summer conference.
Thank you for working with Skills USA on the awards presented at Summer Conference.

Premier Series Report

Update on Premier Series classes was given by Shelby Freytag and it announced that the Premier Series Retreat would be on December 7, 2022, at West-MEC.

CTE Month

Alec Damiano updated everyone on the Video Contest schedule which was going live November 7, 2022. We are waiting on ACTE National to put up the legal information we must follow.

New Website Updates

Alec reported we are continuing to update website and move things around as we finish rearranging in our new design. Alec also shared the latest Analytics with the Board.

2022 ACTEAZ and ACOVA Midwinter

Reported the contract was signed for the Prescott Resort for February 2-3, 2023. ACTEAZ will be the fiscal agent.

The Room reservation are now open, and information is on the website. Registration, Call for Presentations, and Exhibitor Registration is scheduled to go up October 31. Go to www.acteaz.org for registration. Deadline to submit proposals for Mid-Winter is December 16th.

Summer Conference 2023

- The Summer Conference Theme is "The Power of Connections". The Conference will be at Hilton El Conquistador and Westin La Paloma in person.
- Session Management training is scheduled for November 9th 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 we are working with ADE and Hotels as we transition to any Summer Conference changes and revisions to layouts, sessions etc.
- The new Summer Conference Committee's first meeting is on November 7th Virtual 3:30 pm to 4:30 p.m. This committee does not take the place of the group comprised of ADE, Affiliates and ACTEAZ group that puts in sessions. A topic may be Keynote Discussion.
- For Conference 2023, the conference will go back to the 90-minute period for sessions.

Advocacy Report

- Tina Norton is the Designated Lobbyist, and the updated report will be filed with the Secretary of State for current year Lobbyist and Alternate Lobbyists.
- Tina will do updates at the Mid-Winter Conference.

ADE Report

- ADE Meeting on Wednesday, February 1st at Prescott Resort for designated districts. Information will be sent out by Cathie Raymond for details for these districts.

AZ Curriculum Consortium

- Tammy Bonner reported on Quarterly upcoming meeting, and it will be virtual.

Fellows Program

Kicking things off and are working on Team Building Meeting for November 16.

Affiliate and Special Group Representatives' Reports

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

- AATA, Reta Yanik or Sharon Metzger: Teachers getting ready to go to National Conference in Indianapolis
- ABEA, Chris Liebelt-Garcia: Close to launching a new website January 2023.
- ACOVA, Marsha Becker: ACOVA on Facebook and recognizing Best Practices. John Scrogam will be the representative now for ACOVA to ACTEAZ Board.
- AME, Ginger Liddell: Working on upcoming conference.
- ATIEA, Dennis Esparza: Working on a winter conference.
- AZHCEA, Hailey Adams: They now have 100 members.
- Business / Community Partnerships, Michael Terrey-no report.
- Career Technical Districts, Amy West: Working with ADE on CTE Finance Regional Funding List and thanks to Cathie for working with OEO.
- Community College, James Perey:-combined with Workforce Development today.
- FACS Ed, Sara Lazar-no report.
- Financial Review, Dennis Esparza: Working on dates and committee members.
- Junior High Representative, Kristine Kwant-no report.
- University Representative, Nicole Hampton: Update on NAU CTE
- Workforce Development Jennifer Kaufman-Fourness: More and more industries are working together.

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

Good of the Order – Lindsay Duran

Adjournment

Motion to adjourn at 5:15 pm by Dennis Esparza and seconded by Tammy Bonner
Motion passed.

Next Meeting Reminder:

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

Approved at 1_9_2023 Board Meeting