



Board of Directors

Record of Minutes

January 9, 2023

Monday, 4:00 pm – 6:00 pm

Virtual

In Attendance

Executive Board Members Present:

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

Board of Directors Members Present:

Reta Yanik (AATA), Dennis Esparza (ATIEA), Maya Milhon (Fellows Coordinator), Hailey Adams (AZHCEA), John Scroggum (ACOVA), Nicole Hampton (University Rep), Cathie Raymond (ADE), Mike Terrey (Business & Industry Rep.), Amy West (CTED Sups), Chris Liebelt-Garcia (ABEA), Jennifer Kaufman Fourness (AOAC & Workplace Development), Tina Norton (Lobbyist)

Fellows Present:

Sandy Budde, Lisa Fleming, Renee Manley-Medic

Consultants/Employees Present:

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

Call to Order

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

Quorum verified.

Consent Agenda

Action Item:

Approval of Minutes from October 24, 2022, Board Meeting.

Motion to approve the minutes as presented made by Stephen Weltsch and seconded by Amy West. Motion passes

Treasurer's Report

Action Item:

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

Discussion included a review of the Profit and Loss statement. Finances are par for the course and on track based on projections and where the association is for the year as far as timing.

Question regarding budget for conference supplies exceeded by \$20,000 due to ACOVA invoice for summer conference supplies not received and paid until September.

Balance Sheet ending December 31st presented and available in the binder.

Motion to approve the Treasurer's Report as presented made by Dennis Esparza, seconded by Patti Pastor. Motion passes.

Midwinter 2023 Update

- Staff currently working with Prescott Resort on conference agreements. The conference contract and checklist are moving along nicely.
- A draft of the conference agenda will be posted on the website tomorrow.
- Presenters are currently being confirmed.
- To date 13 exhibitors have registered and 168 total conference attendees.
- The Prescott Resort is full. The overflow hotel is the Hassayampa Inn and there are currently still rooms available there.
- The keynote speaker has been confirmed. We appreciate Jacqui Clay's generosity to support the association.
- Note the board meeting date and time for the conference has changed to Thursday 4 p.m.
- A lot of great sessions were submitted and accepted.

2022 ACTEAZ Survey Results

- The complete survey results are available in the binder.
- Response data may help inform session prioritization for summer conference session proposals

Update on Goals

- Develop a plan to increase vetted instructors based on research and identified need of Premier Series course by Summer 2023.

The Premier Series committee that meets every other Monday, (Curt Bertelsen, Joel, Wakefield, Shelby Freytag, Jennifer Brooks, Susan Farretta, Kimberly McCroy and Shelly York) are in the process of developing parameters for the vetting process and what is going to be needed. One of the items is that we feel we need to get the CTE Director or Supervisor buy-in for a person to start the process.

We have not currently gone any farther on the electronic sign-in sheets and digital survey. We are in the process of rethinking our format of our books and working with Premier Series Committee to see what we think as a group for going forward.

- Develop a monthly newsletter to all active members that highlight events and resources available to all member by the next fall retreat.

Our third issue goes out, January 12, 2023.

- 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 member survey.

We have not started yet because of all the events going live and Premier Series classes in the last two months. We hope to start in January.

- Provide teachers with exposure to their affiliates and provide opportunities for the Affiliates to network (measure by workshop/membership and attendance/members)

We are talking about offering sessions/activities at summer conference to bring affiliates together. Maybe a what ACTEAZ can do for you!

A huge kudos to the Dir., Asst. Dir. and association staff for all of their work on the goals.

Executive Directors Report

- Arizona Corporation paperwork for 2023 has been filed.
- ACTE National Policy Seminar-Dates are March 19-22, 2023 in Arlington, Virginia
- ACTE Region V Conference will be April 12-15, 2023, in Fargo, North Dakota.
- The 2025 Region V (50th Anniversary) may be in Nevada.
- Notices for award winners who will be moving on to Region V will come to those eligible hopefully next week.

CTE Month

- Many new CTE Month flyers have been uploaded to the website.
- A calendar with suggested activities for the month has also be provided on the website.
- CTE Month letters have been updated.
- CTE Month videos due January 12, 2023. The winners will be announced February 1, 2023, at Midwinter.
- The Governors Proclamation request was submitted for CTE Month but has not yet been received.
- Please email Alec or Shelly if you are interested in serving as a judge for the video contest.

ADE Report

- ADE CTE and the department in general is working through the transition period with a new administration coming on board.
- Collette Chapman will be the new Asst. Superintendent for ADE CTE and CTE has been moved to fall with ESS and Child & Adult Services.
- The 24/25 CTE Program list with new rankings has been published.
- There is an ADE CTE Strategic Plan meeting this Thursday.

Premier Series Update

- Report on Premier Series:

| Premier Series Courses Delivered | | | | |
|----------------------------------|--------------------|-----------------|-----------------------------------|--------------|
| Course | Date | Instructor | Location | Participants |
| Work Based Learning | 9/27/2022 | Susan Leon | Flagstaff Unified School District | 14 |
| Instructional Best Practices | 10/26 & 10/27/2022 | Patrick Clawson | Chandler Unified School District | 11 |
| Work Based Learning | 11/4/2022 | Susan Leon | Mountain Institute CTED | 13 |
| Using Advisory Councils | 11/16/2022 | Rahsaan | Chandler Unified School District | 13 |
| Scope and Sequence | 11/19/2022 | Joel Wakefield | NATIVE School District | 42 |
| | 5 | | | 93 |

| Scheduled/Upcoming Premier Series Courses | | | | |
|---|-----------|------------------------------------|---------------------------------|--|
| Course | Date | Instructor | Location | |
| Lesson Plan Writing | 2/11/2023 | Joel Wakefield | Yuma Union High School District | |
| Using Rubrics to Increase Student Success | 3/15/2023 | Joel Wakefield | Page High School | |
| | | Patrick Clawson & Tama Mohelnitzky | Yuma Union High School District | |
| Effective Demonstration | 4/18/2023 | | | |
| Advanced Methods of CTE | TBD | Joel Wakefield | Mountain Institute CTED | |
| | 4 | | | |

| Rescheduled Premier Series Courses | | | | |
|------------------------------------|-----------|-----------------|----------------------------------|--|
| Course | Date | Instructor | Location | |
| Classroom Management | 11/9/2022 | Patrick Clawson | Chandler Unified School District | |

- Staff are looking into turning some classes into online classes and are currently researching potential software to make that feasible.
- A technology survey is currently being developed to send out to rural districts to determine their capacity and functionality with regards to devices and internet connectivity.

ACTEAZ Fellowship Program

- We are pleased to be rolling with a new cohort of ACTEAZ Fellows.
- If you would please consider bringing an item or service to donate to the Midwinter Scholarship Auction & Raffle all proceeds benefits student scholarships. Please recall that donations are not tax deductible but can be written off for marketing.

2023 Summer Conference Logistics

- The keynote for Summer Conference has been confirmed. Jill Siler was highly recommended by a number of folks who attended NCLA and she is looking forward to joining us down in Tucson in July.
- This is a gentle reminder that the Call for Presentations closes **January 13, 2023**.
- Conference Hotel Reservations open **March 13, 2023**
- Conference Registration opens the week of **March 20, 2023**

Awards Update

- Awards are due **March 17, 2023**
- A form is now available online and submitted online.
- Please ensure membership is current to be able to nominate or be eligible for some awards.
- We'll need a representative from each of the Affiliates to serve on the Awards Review Committee. Thank you for working to identify someone from your organization.
- Any award categories not receiving nominations will be filled by the Executive Committee.

ACTEAZ Student Scholarships

- The due date for student scholarship applications is **March 17, 2023**.
- One completed application has been received to date.
- The form is now online and submitted online.
- Lori, with the help of Alec, added a scholarship video to the website on how to complete form.
- ACOVA, CTEDS, AOAC, ATIEA also are partners in the scholarship presentations.

Arizona Curriculum Consortium Update

- The AZCTECC is looking forward to a wonderful Midwinter conference and will be presenting a panel discussion on supporting curriculum and instruction to prepare students for success on the TSA.
- The CTE Curriculum Connection will be seeing some site update in the next few weeks to improve functionality and navigation. Users will be notified in advance.
- We're busy preparing for a number of events this spring and summer and currently have 19 programs we're set to work with to develop instructional resources for.

Reports by Affiliates and Special Group Representatives

- AATA (Reta Yanik) – Sharon Metzger has been elected as Region 1 secretary for AATA. Currently, Career Development events are going on and preparations are being made for state conference.
- ABEA (Chris Liebelt-Garcia) – Arizona Business Education Association (ABEA) launches new website and getting ready for Winter AME/ABEA 2023 Conference. Arizona Marketing Education (AME) and Arizona Business Education Association (ABEA) will be holding our joint AME/ABEA Annual Conference on January 26-28, 2023, at the Poco Diablo in Prescott, AZ. We have confirmed both our Keynote, Frank Kitchen, and our Business Tours. We are looking for Board members if anyone knows of a business teacher looking for leadership opportunities. ABEA creates and distributes the December ABEA "Blurb" Newsletter to ABEA members. ABEA Members were awarded gift cards for submitting an article to the ABEA "Blurb" Newsletter.
- ACOVA (John Scrogam) – No report
- AME (Ginger Liddell) – No report
- ATIEA (Dennis Esparza) – ATIEA is creating a new flyer to promote membership and hopefully share out with ADE's help. A new website is up and running.
- AZHCEA (Hailey Adams) – AZHCEA reached our goal of over 100 members for this school year. Work teams are formulating awards and student and teacher scholarships and board members are looking for guest speakers for summer conference.
- Business / Community Partnerships (Michael Terrey) – New Car Dealers are updating their facilities for the Electric Vehicle Market. To update the Charging Stations to the DC Fast Chargers it can cost over \$150,000 per charging station depending how much electricity capacity must be added. The US Auto sales were down 8% in 2022 ,Electric Vehicles were up to 5.8% - 2022 vs 3.2% - 2021 of the total US Auto sales.
- CTED's (Amy West) – Not much to report but did want to share that we are trying to facilitate the CTED business managers working group to help with training and sharing of expertise. The CTEDs also met to discuss legislative priorities. The main thing we all agreed on was trying to reduce/eliminate the various lists and get back to having just one list for CTE programs/funding/priorities!
- FACS Ed (Sara Lazar) – No report
- Financial Review (Dennis Esparza) – We are hoping to identify another individual to support the financial review.
- Guidance & Counseling ASCA (Lori Luzier or Heather Webb) – ASCA conference in February, career pathways sessions at summer conference, course selection time is happening now or coming soon so communicate with your counseling department.
- Junior High Representative (Kristine Kwant) – no report
- University Representative (Nicole Hampton) – AZ transfer; Articulation task force, ASU and UofA Fashion Programs are up and running and thriving, but not a lot left at the HS level to feed into the programs, although CC does have some offerings; Technology ATF was too generic of a term and they will be renaming themselves; Dr. Roberts retired; a position will be posted for non-tenure track
- Workforce Development (WD) (Jennifer Kaufman Fourness) – Community College and WD professionals will be reviewing Governor Hobbs' State of the State address, delivered today, for cues regarding the priorities of this administration. We know that dual enrollment and teacher retention are important; and in the workforce space, we expect the semiconductor, AI and autonomous vehicle industries will continue to grow and require resources.

Good of the Order**Lindsay Duran**

Nicole Hampton's daughter (a former ACTEAZ Scholarship winner) has been hired on at Disney for a FT position in Retail & Merchandising.

Adjournment**Lindsay Duran**

Rahsaan Bartet moves to adjourn at 5:30 PM. The motion is seconded by Patti Pastor. Motion passes.

Next ACTEAZ Board Meeting
Prescott Resort and Conference Center –
Thursday, February 2nd at 4:00 PM

Approved at Feb. 2, 2023 Board Meeting.