



**Board of Directors
Record of Minutes
Thursday, February 2, 2023
4:00 pm – 4:50 pm
Prescott Resort and Conference Center**

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:

Tammy Bonner (AZ CTE Curriculum Consortium), Dennis Esparza (ATIEA), Maya Milhon (Fellows Coordinator), Ginger Liddell (AME), Cathie Raymond (ADE), Jennifer Kaufman Fourness (Workforce Development), Amy West (CTED Sups)

Fellows Present:

Jennifer Al Zaidi, Sandy Budde, Lisa Fleming, Jen Fowler, Jonathan Howell, Renee Manley-Medic, CJ Martinez, Heidi Moya, Jason Croft

Consultants/Employees Present:

Pam Ferguson, Shelly York, Alec Damiano

Call to Order

Meeting called to order at 4:03 pm by Lindsay Duran.

Quorum verified.

Consent Agenda

Voting Items:

- Approval of January 9, 2023 Board Minutes

Motion made by Cathie Raymond, seconded by Dennis Esparza. Motion passes.

Treasurer's Report

- No updated documents since the January 9th meeting.

Midwinter Conference Update

- Everything has been going smoothly. Registration is at 218 with 21 in person vendors and 1 virtual vendor.
- Another huge thank you to Jacqui Clay, our keynote speaker who did a wonderful job.
- New Prescott Resort Coordinator for ACTEAZ – Valerie Roach has been a pleasure to work with and very responsive.
- QR codes on badges for meals continue to work well.
- Dinner tonight and the auction, you don't want to miss it.
- QR codes also available at each of the vendor booths and they'll be a drawing for those who get a stamp from each vendor on their passport.

Summer Conference

- Keynote-Dr. Jill Siler – Going to talk about the Power of Connection
- Conference Venues include both the Westin and the El Conquistador
- Hotels Room open March 13, 2023
- Registration opens the week of March 20th
- Summer Conference Sponsorships – If you know of any companies or organizations who may be interested in sponsoring the conference please share their names with Pam and/or Jim.
- Reminder – Summer Conference session times are 90 minutes this year. This was reported at the October 24th meeting. When we were working with ADE this year, it was decided that the 50 minutes did not give them enough time to get presenters switched out, time was not long enough for some topics and because people on buses did not have enough time to get to the classes.

ADE Report

- The Strategic Plan committee is working hard. The mission will remain the same, but there will be a new vision. The objectives are still be finalized and drafted. Many of the current objectives have become institutionalized so we're looking to move forward and continue to improve.
- Two positions have been posted, but the Ed Rising opening is still on a hiring freeze.

ACTEAZ 22-23 Goals Update

A huge thank you to the ACTEAZ staff for continuing to move the goals forward.

1. Develop a plan to increase vetted instructors based on research and identified need of Premier Series course by Summer 2023.
 - a. **Update December 12:** Premier Series retreat was held to gain insights from current vetted instructors. New ideas were presented. 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 coming up with some parameters for the vetting process and what is going to be needed. One of the items is that we feel we need to get CTE Director or Supervisor buy-in for a person to start the process. No additional progress on the development of electronic sign-in sheets and a 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.
 - b. **Update February 1, 2023:** The Premier Series Group is still meeting and discussing the best way to do the vetting process, since all of us would like to use the same procedures. Premier Series Group are discussing creating a Focus Group with our CTE Directors and then will explain how the technology how it would work before they complete the Technology survey. This came out of the Premier Series meeting we had.
2. Develop a monthly newsletter to all active members that highlight events and resources available to all member by the next fall retreat.
 - a. **Update February 1, 2023:** Our second issue went out, December 2022 and the third issue in January 2023. This will be a monthly newsletter We believe this goal has been met and completed.
3. 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.
 - a. **Update December 12:** 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.
 - b. **Update February 1, 2023:** Alec and Shelly met, and have talked about ideas for the podcasts including:
 - i. Workforce Development
 - ii. Affiliates – How to restart up
 - iii. Counseling
 - iv. Rural Areas
 - v. Summer Conference Presenters
4. Provide teachers with exposure to their affiliates and provide opportunities for the Affiliates to network (measure by workshop/membership and attendance/members)
 - a. Update December 12: Alec and Shelly are talking about offering sessions/activities at summer conference to bring affiliates together. Maybe a “What ACTEAZ can do for you! session.”

- b. Update February 1, 2023: Alec and Shelly will be working on Program Area List aligned to appropriate affiliates. Affiliates, please complete the list regarding identifying the areas your affiliate supports. Please put your website address on the top so we can update the ACTEAZ website.

Executive Directors' Report

- National Policy Seminar-Dates are March 19-22, 2023, in Arlington, Virginia
- ACTE Region V Conference April 12-15, 2023, in Fargo, North Dakota
- Reminder Awards and Scholarships are due March 17, 2023

CTE Month

- Twelve videos were submitted, a few were disqualified. Winners of Video Contest are:
 - 1st Place: Alexei Katkov, Mountain View High School; Instructor: Jeff Hall
 - 2nd Place: Jennifer Tapia Martinez, Metro Tech High School; Instructor: Bob Marquis
 - 3rd Place: Jacqueline Reyes, Metro Tech High School; Instructor: Bob Marquis

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	
Effective Demonstration	4/18/2023	Patrick Clawson & Tama Mohelnitzky	Yuma Union High School District	
Advanced Methods of CTE	TBD	Joel Wakefield	Mountain Institute CTED	
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- Please encourage people to join the focus group via the QR code

AZ CTE Curriculum Consortium

- Our Quarterly meeting is next week and will be virtual.
- We are hosting a Scope & Sequence Workshop next week in Glendale and are thrilled to have a large number of programs represented.
- Blueprints & Framework Events are coming up this spring and summer and we're working closely with Judy Balogh and her team to coordinate the work.
- An updated version of the CTE Curriculum Connection is now live.

Affiliate and Special Group Representatives Reports

- AATA (Reta Yanik or Sharon Metzger) – No report
- ABEA (Chris Liebelt-Garcia) – No report
- ACOVA (John Scrogam) – We're busy planning for summer conference and camp M&M. Please consider nominating someone for the Spirit of ACOVA award. Elections are coming up with four open positions, please encourage folks to run.
- AME (Ginger Liddell) - AME/ABEA combined winter conference last weekend was great. The next two years have been booked out in February in Sedona. We are also getting ready for summer conference.
- ATIEA (Dennis Esparza) – Our new website is up and running. Dennis to share the link with ACTEAZ to link on their site.
- AZHCEA (Hailey Adams) – No report
- Business / Community Partnerships (Michael Terrey) – No report
- CTED's (Amy West) – No updates
- FACS Ed (Sara Lazar) – No report
- Guidance & Counseling ASCA (Lori Luzier or Heather Webb) – No updates
- Junior High Representative (Kristine Kwant) – No report
- University Representative (Nicole Hampton) – No report
- Workforce Development (Jennifer Kaufman Fourness) – We have a recommendation to replace Dr. James Perry on this board. Jennifer to follow up with Pam.

Good of the Order Lindsay Duran

Adjournment Lindsay Duran

Voting Item:

A motion was made to adjourn at 4:47 p.m. by Lori Luzier and seconded by Patti Pastor. Motion passes. Meeting adjourned at 4:47 p.m.

Next Meeting Reminder:

Date: April 17, 2023

Time: 4:00 p.m. – 6:00 p.m.

Virtual

Approved at Apr. 17, 2023 Board Meeting.