



## Board of Directors Meeting Agenda

**Monday, October 23, 2023**

**4:00 pm – 6:00 pm**

**Virtual**

**Join Zoom Meeting**

<https://us06web.zoom.us/j/85028810374?pwd=QWJPRjBFbCsrTW1rMmQwMXVSNlh4Zz09>

Meeting ID: 850 2881 0374

Passcode: 254375

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**Welcome**

**Jim Grieshaber**

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

**Jim Grieshaber**

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**Consent Agenda and Minutes**

**Jim Grieshaber**

**Action Item:**

- Approval of September 9, 2023, ACTEAZ Board Minutes.

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**Treasurer's Report**

**Lori Luzier**

**Action Items:**

- Balance Sheet
- P&L
- Draft of Mobil App Expenses

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**IRS 990 Form and 2022-2023 Taxes to be Filed**

**Pam Ferguson**

- Taxes must be filed by **November 15, 2023**. Jim Grieshaber, President will sign for ACTEAZ.
- 990 Form Review with ACTEAZ Accountant. Tax Questions on IRS form to be answered to maintain Non-Profit status.
- All 2022-2023 Board Member 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.

- Refine ACTEAZ “why”
- Continue to increase teachers for Premier Series. Shelby getting vetted to share best practices for professional development.
- Continue podcasts. Stay tuned for episode 2.
- Continue working with affiliates to increase membership. It takes three years of being inactive for membership to lapse but can be reactivated.
- Continue to work with rural areas.

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

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- National ACTE Conference Calls (Once a month)
- Quality Association Award Application filed prior to deadline.
- National ACTE Vision in Phoenix, November 29 - December 2.
  - Delegate Assembly on November 30. Arizona Delegates: Jim Grieshaber, Stephen Weltsch, Pam Ferguson, alternate: Michelle Bohon
- National Policy Seminar, March 17-20, 2024, Crystal Gateway Marriott, Arlington, VA.
- Region V Conference 2024 Hawaii, April 9-13, 2024. Proposals to present due by December 10, 2023.

**Scholarships****Lori Luzier**

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- Goes live on **October 30, 2023**. Only a minor change to programming this year.

**Award****Stephen Weltsch**

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- The awards are scheduled to go live on **October 30, 2023**.
- Award Change Discussion (See proposed changes in binder)
- 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.

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

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- Update on Premier Series classes.
- Premier Series Retreat – January 17, 2024, at West-MEC.
- Tentative Schedule of upcoming online classes.

**CTE Month****Alec Damiano**

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- Video Contest entries went live **October 2, 2023**
- Due Date – **January 8, 2024**
- Judges start grading videos – **January 12<sup>th</sup>**, due date **January 26<sup>th</sup>**.

## **New Website Updates**

**Alec Damiano**

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

## **2024 ACTEAZ and ACOVA Midwinter**

**Jim Grieshaber, Pam Ferguson**

- Call for Presentations SMS goes live **October 16, 2023**
- Mid-Winter Exhibitor Registration and Attendee Registration goes live **November 6, 2023**
- Room reservations for hotel now open – Information will be put on website.

## **Summer Conference 2024**

**Pam Ferguson/Alec Damiano**

- Summer Conference Theme: **The Power of Storytelling**
- Conference In person at Westin and El Con.
- Session Management training is on **October 31, 2023**, repeating at different times thru the day. Training will be taped, and one-on-one training for those not able to attend.

## **Advocacy Report**

**Tina Norton**

- Updates

## **ADE Report**

**Kevin Imes**

## **Fellows Program**

**Jim Grieshaber**

## **Affiliate and Special Group Representatives Reports**

- Arizona Agriculture Teacher Association (AATA): Jim Kaltenbach
- Arizona Business Education Association (ABEA) Chris Liebelt-Garcia
- ACOVA: John Scrogam:
- Arizona Occupational Administrators Council (AOAC): John Morgan
- Arizona Marketing Educators (AME): April Porter
- Arizona Technology Industry Education Association (ATIEA): Dennis Esparza
- Arizona Health Careers Education Association (AZHCEA): Hailey Adams
- AZ CTE Curriculum Consortium: Tammy Bonner
- Business Partnerships: Michael Terrey
- CTE University Liaison: Nicole Hampton
- ACTEAZ Lobbyist: Tina Norton
- AZ Career Technical Education District Representative: Amy West
- Workforce Development: Jennifer Kaufman-Fourness

## **Adjournment**

**Jim Grieshaber**

## **Make Motion**

## **Good of the Order**

**Jim Grieshaber**

Upcoming Board Meetings

	<p><b>Board Meeting</b>  <b>Date:</b> December 11, 2023  <b>Time:</b> 4:00 p.m. – 6:00 p.m.  <b>Location:</b> Virtual</p>
<p><b>Board Meeting</b>  <b>Date:</b> February 1, 2024 Midwinter Conference  <b>Time:</b> 4:00 p.m. – 5:00 p.m.  <b>Location:</b> Prescott Resort</p>	<p><b>Board Meeting</b>  <b>Date:</b> <b>April 22, 2024</b>  <b>Time:</b> 4:00 p.m. – 6:00 p.m.  <b>Location:</b> Virtual</p>
<p><b>Summer Conference Annual Board Meeting</b>  <b>Date:</b> July 13, 2024  <b>Time:</b> 5:00 p.m. – 6:30 p.m.  <b>Location:</b> Westin La Paloma</p>	