



**WA-ACTE EXECUTIVE BOARD  
MEETING MINUTES  
AUGUST 7, 2021**

Call to Order and Roll Call: The Washington ACTE Executive Board Meeting was called to order at 9:01 a.m. on August 7, 2021, by President Doug Merrill. Tess Alviso, WA-ACTE Executive Assistant, conducted a roll call and determined that a quorum was present.

**Executive Board Present:**

*Executive Committee*

President ..... Doug Merrill  
Past President ..... Lew Keliher  
President Elect.....Nora Zollweg

*Executive Board Representatives*

Administration .....Kevin Davis  
Agricultural Education ..... Annette Weeks  
Business Education ..... Matt Monnastes  
Career Counseling & Employment Readiness ..... Marie Miller  
Family and Consumer Sciences..... Christina Sutter  
Marketing Education ..... Sierra Larkin  
Industrial Technology Education ..... Nicole Hitchcock  
Health Sciences ..... Courtney Peart for Rain Wurdemann  
Awards Chair (Ex Officio).....Vern Chandler

**Executive Board Absent:**

Skilled and Technical Sciences.....Joel Brian

**Staff Present:**

Executive Director ..... Tim Knue  
Executive Assistant..... Tess Alviso  
Executive Assistant.....Franciene Chrisman

**Guests:**

OSPI..... Samantha Sanders  
WACTA.....Kevin Smith  
WA-FACSE..... Dawn Boyden

**Agenda Changes:**

- None

**Calendar Update:**

- Send updates to [taa@wa-acte.org](mailto:taa@wa-acte.org)

**President Elect Nomination / Election Procedure:**

- Nicole Hitchcock moved that Kevin Davis be approved as the Washington ACTE President Elect nominee. The motion was seconded by Courtney Peart and carried.
- Kevin Davis, as the only nominee, would be officially approved by acclamation at Delegate Assembly on Monday.

**Consent Agenda:**

- Annette Weeks moved that the consent agenda be approved as presented. The motion was seconded by Marie Miller and carried.
  - [Approval of May 15, 2021, Executive Board Meeting Minutes](#)
  - [Financial Statements – June/Year-End](#)
  - Executive Committee Reports
    - [Tim Knue](#)
    - [Lew Keliher](#)
    - [Doug Merrill](#)
    - [Nora Zollweg](#)
  - Correspondence
  - Section Reports (Written)
    - WACTA
    - [WAAE](#)
    - WSBEA
    - [WA-CCER](#)
    - WA-FACSE
    - WAME
    - HSCTE
    - [WITEA](#)
    - WASTS

**Board Information & Learning:**

- Executive Board Meeting
  - First Board Meeting – September 18, 9 a.m. – 12 p.m. (Zoom)
  - January and May in-person if possible.
  - SeaTac area – no hotel contracts at this time.
- Fall Conference – November 4-5, 2021
  - Great Wolf Lodge
  - Still determining if in-person, remote, or hybrid.

### **Agency Updates [OSPI](#) - Samantha Sanders:**

- Handouts:
  - OSPI Update
  - Required CTE Reporting in CEDARS for the 2021-22 School Year
  - Grant Funding
  - Mastery-Based Learning
- Nothing changed for CTE.
- Learning recovery survey.
- CTE updates will continue.
- Year-end reports regardless of Perkins funds.

### **Delegate Assembly – (8/9/2021 6 p.m.):**

- Credentials Committee Selection
  - Tess Alviso, Franciene Chrisman, Vern Chandler, and Kevin Plambeck
- Strategic Plan Review and Draft for 2021-2022
  - Doug Merrill reviewed his 2020-2021 Strategic Plan.
  - Nora Zollweg will have her 2021-2022 Strategic Plan worked on at the September Executive Board meeting.
- Resolutions
  - None
- [Proposed Changes](#)
  - Tim Knue reviewed the changes.
- Current [Constitution](#) and [Bylaws](#)
- [Proposed Bylaws Changes](#)
  - Courtney Peart moved that the Washington ACTE Executive Board recommend a Do Pass to the Delegate Assembly of all proposed amendments to the Constitution and Bylaws. The motion was seconded by Matt Monnastes and carried.

### **Committee Work (Final Updates for Conference and/or End of Year):**

- Professional Development - Lew Keliher, Professional Development Chair
  - Lew stated that the PD committee has done awesome work this year!
  - Monday blood drive – sign-up at office.
  - Equipment crate sign-out by room.
- [Membership](#) - Nora Zollweg, Membership Chair
  - Fun Run/Walk on Monday morning.
  - Discussion regarding section dues affiliated/non-affiliated.
- Awards - Vern Chandler, Awards Chair
  - Awards breakfast Tuesday morning.
  - ACTE President speaking.
- Legislative - Doug Merrill, Legislative Chair
  - Will look into what we want to focus on for the 2022 Legislative Session.

### **Adjournment:**

- The meeting was adjourned at 11:44 a.m.