

**WASHINGTON ASSOCIATION FOR CAREER AND TECHNICAL EDUCATION  
EXECUTIVE BOARD MEETING MINUTES  
SEATAC HOLIDAY INN EXPRESS  
SEPTEMBER 30 – OCTOBER 1, 2011**

**Swearing In of New Executive Board:** Past President Vern Chandler (1994-1995) conducted the Executive Board pledge and installed the new 2011-2012 Washington ACTE Executive Board.

**Call to Order and Roll Call:** President Dennis Conger called to order the meeting of the Washington Association for Career and Technical Education at 1:10 p.m. on Friday, September 30, 2011. Tess Alviso, WA-ACTE Executive Assistant, conducted a roll call and determined a quorum was present.

**The following persons were present:**

**Executive Committee**

President..... Dennis Conger  
Past President..... Sarah McCoy  
President Elect .....Lance Wrzesinski

**Executive Board Representatives**

Administration .....Marianna Goheen  
Postsecondary ..... Kim Bartel  
Agricultural Education..... Becky Wallace  
Business Education.....Darci Rashoff  
Diversified Occupations..... Betty Johnson  
Family and Consumer Sciences ..... Michelle Green  
Marketing Education.....Jodi Galli  
Industrial Technology Education..... Karl Ruff  
Skilled and Technical Sciences.....Jill Van Berkom  
Health Science ..... Bonnie Smith

**Ex Officio**

Awards Chair .....Vern Chandler

**Staff**

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

**The following persons were absent:**

Career Guidance and Counseling.....Jennifer Fichamba  
Occupational Educators ..... Tina Evans

**Guests**

FACSE .....	Maria Bice
FACSE .....	Debby Strayer
HSCTE .....	Tom Walker
OSPI .....	Betty Klattenhoff
SBCTC .....	Tiffany Merkel
WAAE .....	Mike Smith
WADOT .....	Geri Prater
WAME .....	Jennifer Chambers
WASTS .....	Paul Scott
WASTS .....	Ken Toney
WAVA .....	Neil Musser
WITEA .....	Greg Shelton
WSBEA .....	Susan Dunaway
WSBEA .....	Jane Scott
WSBEA .....	Susan Sears
WTECB .....	Wes Pruitt

**Consent Agenda:** The consent agenda was explained.

**Approval of Minutes:** Michelle moved that the August 13, 2011, minutes be approved as presented. The motion was seconded by Ken and carried.

**100 Ideas Exercise:** Representative Hope – [www.100ideaswa.org](http://www.100ideaswa.org)

**Review WA-ACTE Mission, Vision, Purpose Statements:** Who we are and how others see us. Define CTE on website.

**Strategic Plan 2012:** Work groups and report out.

**Association Management & Organizational Structure:**

- **ACTE & Region V**
- **Effective Boards**
- **Governance & Structure - Policy and Procedure Changes**
- **Committee Structure & Functions - Professional Development, Advocacy and Legislation, Membership and Awards**

**Financial Planning & Reporting:**

- **Budget**
- **Finance Committee / Report:** Lance reviewed the October Finance Committee report. Possibly having another Treasurer’s Workshop as we have done in the past. Consider no longer having a \$10 section rebate as a way to recoup fee costs.
- **Review 990**

**Yearly Calendar - Approve Executive Committee Travel:** Lance reviewed the calendar and asked for additions or changes to be emailed to Tess. Executive Committee travel was approved at the May Board meeting.

**OSPI:** Betty Klattenhoff

- Meeting on 1710 CTE Strategic Plan
- First robotics grants
- Dorn's 2012 legislative priorities
- Microsoft IT Academy
- Common Core Standards
- 21<sup>st</sup> Century Skills Crosswalk
- Framework for 21<sup>st</sup> Century Learning
- Certification fees now \$33
- CTSOs - \$ gone away – put on front burner
- Another 1.5% cut to Perkins – as Perkins goes down also OSPI funding to WA-ACTE conferences

**WTECB:** Wes Pruitt

- Change in natural resource-based economy to information technology-based economy
- Training beyond high school
- Strategic plan for workforce – jobs that don't require a four-year degree

**SBCTC:** Tiffany Merkel

- Perkins
- Tech Prep – federal funding lost \$2M eliminated July 1 – 18-20 consortiums still operating
- POS Perkins initiative similar to 2+2 Tech Prep program
- SERS – statewide reporting system
- Meets with WTECB and OSPI on POS

**Professional Development:**

- Theme “Stepping Ahead With CTE”
- Monday opening inspirational
- Three breakouts
- Strongly consider three additional years in Yakima – Karl moved that WA-ACTE book the next four Summer Conferences in Yakima for 2012, 2013, 2014, and 2015. The motion was seconded by Darci.
- Amendment: Ken moved that the Board authorize an extended stay not specific to the number of years and not to exceed four years. The amended motion was seconded by Paul and carried.
- The motion as amended carried with one nay vote.
- Becky moved that the Professional Development Committee report be accepted. The motion was seconded by Greg and carried.

**Advocacy and Legislation:**

- Input from agencies
- 2012 legislative agenda to include CTE funding, high school graduation requirements, and CTE future initiatives
- Ask SBE to define Occ Ed credit
- Youth employment
- Betty moved that the Legislative Committee report be accepted. The motion was seconded by Michelle and carried.

**Membership and Awards:**

- Region V mini-grant – CTE teacher data, personal approach, membership brochure, video, quarterly electronic newsletter, gotomeeting, AssociCom
- Awards – cumbersome to nominate, but bound by national standards. Vern offered to help with paperwork.
- Challenge each section to two people for each award.
- Added career guidance award
- Paul moved that the Membership/Awards Committee report be accepted. The motion was seconded by Michelle and carried.

**Policies and Procedures:**

Kim moved that WA-ACTE adopt ACTE's whistleblower policy, conflict of interest policy, and retention policy as boilerplates, adjust for Washington, and amend the Policies and Procedures. The motion was seconded by Darci and carried.

**Programs, Services, and Activities:**

- **Washington CTE Foundation** - \$22,000 and \$7,000 from WAVESNP to add to Foundation
- **Conferences**
- **Website** – information for sections to keep up-to-date
- **Washington ACTE Community**
- **AssociCom** – open up to membership?
- **GoToMeeting**
- **Awards and Recognition**
- **Communications and Publications**

**For the Good of the Order:**

- Section Clearing
- Executive Director Update
- \$13.17 was collected for the Sunshine Fund.

**Adjournment:** The meeting was adjourned at 3:40 p.m. on Saturday, October 1, 2011.

*Minutes submitted by: Tess Alviso, WA-ACTE Executive Assistant*

**Upcoming Meetings:**

- **December 6, 2011 – Conference Call**
- **January 28, 2012 – SeaTac Holiday Inn Express**
- **March 20, 2012 – Conference Call**
- **May 19, 2012 - SeaTac Holiday Inn Express**
- **August 4, 2012 – Yakima Holiday Inn**

# Agenda Legislative Committee October Board Meeting

Attendees	Name	Email Address	Attended
Chair	Sarah McCoy	<a href="mailto:mccoysl@mukilteo.wednet.edu">mccoysl@mukilteo.wednet.edu</a>	X
Staff Liaison	Tim Knue	<a href="mailto:tim@wa-acte.org">tim@wa-acte.org</a>	X
WAVA	Neil Musser	<a href="mailto:nmusser@eburg.wednet.edu">nmusser@eburg.wednet.edu</a>	X
WAAE	Mike Smith	<a href="mailto:bloodstone.apiary@gmail.com">bloodstone.apiary@gmail.com</a>	X
WSBEA	Darci Rashoff	<a href="mailto:drashoff@wpsd.wednet.edu">drashoff@wpsd.wednet.edu</a>	X
WADOT			
CGCA	Jennifer Fichamba	<a href="mailto:fichamja@hsd401.org">fichamja@hsd401.org</a>	
FACSE	Debby Strayer	<a href="mailto:strayerd@hsd401.org">strayerd@hsd401.org</a>	
WAME	Jodi Galli	<a href="mailto:jodigalli@hotmail.com">jodigalli@hotmail.com</a>	X
WITEA	Greg Shelton	<a href="mailto:gshelton@lwsd.org">gshelton@lwsd.org</a>	
WASTS	Ken Toney	<a href="mailto:toney.ken@yakimaschools.org">toney.ken@yakimaschools.org</a>	X
WAOE	Tom Witt	<a href="mailto:twitt@spscc.ctc.edu">twitt@spscc.ctc.edu</a>	
HSCTE			
Other Attendees			
CTSO	Bruce McBurney	<a href="mailto:Bruce.mcburney@skillsusawashington.org">Bruce.mcburney@skillsusawashington.org</a>	
OSPI			
WTECB	Wes Pruitt	<a href="mailto:wpruitt@wtb.wa.gov">wpruitt@wtb.wa.gov</a>	X
SBCTC			
WAAE	Becky Wallace	<a href="mailto:rebecca_wallace@ycs.wednet.edu">rebecca_wallace@ycs.wednet.edu</a>	X

1. Welcome and Agenda review		Action Taken
1.1	Approve agenda	Approved
2. Agency Input		
2.1	OSPI	
2.2	WTECB <ul style="list-style-type: none"> <li>Probst Bill w/ Middle Income Bill--- Preparation of workforce, K-12, Guidance in Middle school &amp; HSBP Selecting a program of study i.e. Pathways to Prosperity</li> </ul>	
2.3	SBCTC	
3. Legislative Agenda Update – SEE ATTACHED		
3.1	Funding <ul style="list-style-type: none"> <li>CTSO funding returned to budget</li> <li>WAVE Scholarships funded</li> </ul>	
3.2	Graduation Requirements (access to CTE) <ul style="list-style-type: none"> <li>Maintain 5.5 credits in the current SBE proposal</li> <li>Strengthen the definition of 'Occ Ed' &amp;/or 'Career Concentration'</li> </ul>	
3.3	CTE Initiatives <ul style="list-style-type: none"> <li>Work with Wes and the Probst 'Middle Class Jobs' language for this session</li> </ul>	
4. Advocacy		
4.1	CTE Strategic Plan group update <ul style="list-style-type: none"> <li>First meeting happened this week (Sept 27) just beginning preliminary report due Dec 2011</li> </ul>	
4.2	Federal Perkins update <ul style="list-style-type: none"> <li>House appropriations has recommended level funding for FY12, now the full house and onto the Senate</li> </ul>	
4.3	PESB <ul style="list-style-type: none"> <li>Question concerning certification and loss of masters step in salary schedule</li> </ul>	
5. Resolutions		
5.1	N/A <ul style="list-style-type: none"> <li>Revisited the policy and procedures items, 'Whistle Blower', Conflict of Interest and Records Retention policies to be added from earlier in the meeting (later passed by</li> </ul>	

	full board)	
<b>6.</b>	<b>Clearing for good of the order</b>	
6.1		

**Next Meeting: Please look for a GoToMeeting invitation for the committee to have some final input into the Legislative Agenda**

*Respectfully submitted, Tim Knue.*

**WA-ACTE MEMBERSHIP / AWARDS COMMITTEE**  
**MEETING MINUTES**  
**October 1, 2011**

**Present:**

Dennis Conger ..... Membership Chair  
Vern Chandler ..... Awards Chair  
Tess Alviso ..... Staff Liaison  
Susan Dunaway ..... WSBEA  
Paul Scott ..... WASTS  
Marianna Goheen ..... WAVA  
Betty Johnson ..... WADOT  
Dawn Boyden ..... FACSE  
Jane Scott ..... WSBEA  
Jennifer Chambers ..... WAME

**Minutes (May):** Jennifer moved that the May 21, 2011, minutes be approved as presented. The motion was seconded by Susan and carried.

**Membership**

- **August Reports** – 1,515 members – discussion on renewals and mailing invoices – membership recruitment materials on website
- **Membership Survey Results** - reviewed

**Ideas:**

- Need to tell members what they offer
- All about marketing
- Don't think about the big picture
- Better way to communicate with teachers that don't step out of their classroom
- Change image
- Need to market to people to be a part of professional organization
- WAVA CTE directors sell benefits of membership
- Personal contact
- Benefits of membership
- Need to understand benefits
- Create a video – outside people – business/legislators (video broadcasting program)
- Certified from OSPI
- Provide CTE directors with list of members
- Something to handout regarding benefits
- Need to explore data list
- WAVA needs to promote membership to their teachers
- Information to teacher prep programs

**Region V Mini-Grant:** Received \$1,500 – proposal included AssociCom, newsletter, gotomeeting, and membership brochure.

**Awards**

- Need every category nominated – at least two nominees for each award
- Complaints about being too much work
- Recommend making awards nomination process easier
- Jennifer moved that the new ACTE Career Guidance Award be added to the WA-ACTE Awards Program. The motion was seconded by Dawn and carried.