EXECUTIVE BOARD MEETING AGENDA
Saturday, May 19, 2018 • 10:00 AM – 4:00 PM
Rainier Room • Red Lion Hotel Seattle Airport
(Anticipated Action: I = Info; D = Discussion; A = Action)

10:00 AM
A. Call-to-Order & Roll Call
B. Agenda Changes ................................................................. (I/A)
C. Calendar Update ................................................................. (I/A)
D. Consent Agenda ................................................................. (I/A)
   1. Approval of March 20, 2018, Executive Board Meeting Minutes
   2. Executive Committee Reports
   3. Section Reports (Written)
   4. Correspondence
E. Financial Statements (April 2018) .................................................. (I)
F. President Elect Candidate – Announcement .................................. (I)

11:00 AM
G. Reports of Agencies / Organizations (15 minutes each) .................. (I)
   1. OSPI Update – Becky Wallace or Designee
   2. WTECB Update – Eric Wolf
   3. CTSO Update – Lori Hairston or Designee
H. Board Learning: Livestream/Educational Impact & Affiliation Discussion .................................. (I)

12:30 PM LUNCHEON – Olympic Room

1:15 PM
I. Committees Updates .......................................................... (I/A)
   1. Legislative – Kevin Plambeck / Tim Knue
   2. Professional Development – Gene Wachtel / Franciene Chrisman
      a. Summer Conference Update
         1. Section Grids / Master Grid
         2. Sunday Sessions – Sunday 1, 2 & 3-Hour Options
      a. Community Service Project Update (To be held during SC in Spokane)
      b. Awards Process / Status Update
      c. Affiliated Membership
K. Review of Clock Hours (please review prior to meeting) .................. (A)
L. Resolutions / Constitution / Bylaws – Kevin Plambeck .................. (A)
M. Executive Session (Board Members ONLY) .................................. (I/D)
N. Report Back Executive Session and Approval of 2018-2019 Budget .................................. (I/A)
O. Out-of-State Travel Approval for 2018-2019 .................................. (A)
   1. ACTE Conferences & Seminars
      • ACTE Convention: November 28-December 1, 2018 – San Antonio (Executive Committee / Exec. Dir.)
      • Region V Conference: April 10-13, 2019 – Bozeman, MT (Exec. Committee / Exec. Dir.)

3:30 PM
P. Section Updates Not in Writing / Verbal (3 minutes each) ............ (I)

4:00 PM Q. For the Good of the Order / Adjournment
Call to Order and Roll Call: The Washington ACTE Executive Board GoToMeeting was called to order at 3:05 p.m. on Tuesday, March 20, 2018, by President Kevin Plambeck. Tess Alviso, WA-ACTE Executive Assistant, conducted a roll call and determined a quorum was present.

Executive Board Present:

Executive Committee
President ......................................................................................... Kevin Plambeck
Past President ..................................................................................... Gene Wachtel

Executive Board Representatives
Agricultural Education ................................................................. Nathan Moore
Business Education ........................................................................... Mark Sabo
Career Counseling & Employment Readiness .......................... Nora Zollweg
Family and Consumer Sciences .................................................... Jackie Brewster
Marketing Education ........................................................................ Brenda Grabski
Industrial Technology Education .................................................. Matt Merfeld
Awards Chair (Ex Officio) ............................................................... Vern Chandler

Executive Board Absent:
President Elect ................................................................................ Shani Watkins
Administration ................................................................................. Kari Duffy
Skilled and Technical Sciences ....................................................... Chris Names
Health Sciences ................................................................................ Bonnie Smith

Staff Present:
Executive Director ........................................................................... Tim Knue
Executive Assistant ........................................................................... Tess Alviso
Executive Assistant ......................................................................... Franciene Chrisman

Guests Present:
WA-ACTE President Elect Candidate ............................................ Lew Keliher
OSPI ................................................................................................. Becky Wallace
Agenda Changes:
- Moved up President Elect Candidates.
  - One application from Lew Keliher.
  - Deadline is May 1.

Calendar Update:
- Send any changes or additions to Tess at taa@wa-acte.org
- Kevin highlighted:
  - WA-CTE Spring Conference, April 25-26 at Yakima Convention Center
  - WA-CTE Executive Board Meeting, May 19 at SeaTac Red Lion
  - WA-CTE Executive Board Meeting, August 4 at Spokane Davenport Grand
  - WA-CTE Summer Conference, August 5-8 at Spokane Davenport Grand

Consent Agenda:
- Mark moved that the consent agenda be approved as presented. The motion was seconded by Matt and carried.
  - Approval of January 27, 2018, Executive Board Meeting Minutes
  - Financial Statements
  - Executive Committee Reports
  - Executive Director’s Report
  - President’s Report
  - President Elect’s Report
  - Past President’s Report
  - Section Reports
  - Correspondence

Conference Updates:
- National Policy Seminar • March 5-7, 2018
  - Kevin reported we had very successful visits.
  - Small, but good group and effective.
  - Reauthorization of Carl Perkins wants to make it more of a grant system with vouchers. Senator Murray has concerns and wants to stay away from vouchers.
- Region V • April 11-14, 2018
  - Executive Committee and all 2017 award winners going to Region V in Colorado Springs along with others.

Summer Conference – Spokane • August 5-8, 2018:
- Professional Development Committee Update / Discussion
  - Registration will open by April 13.
  - Community Service Project: possible blood drive and/or organ donor match drive
- Sunday Sessions
- Keynote Speakers
  - Keynotes are still pending.
- **Resolutions Timeline**
  - Question of effectiveness of continuing resolutions?
  - July 1 deadline.
  - Kevin suggested moving continuing resolutions into Strategic Plan. Shani will work on this for 2018-2019.
  - Re-organization of Strategic Plan to follow initiatives of ACTE.
  - Further discussion at May meeting.
  - Possible action of not forwarding on Continuing Resolutions.
- **Strategic Plan 2018-2019**
- **Membership / Awards:**
  - GoToMeeting prior to May meeting regarding membership affiliation.
    - Share with your sections and solicit input.
  - Awards deadline May 1.
    - Section 2017 winners or 2018 winners prior to May 1 need to be entered into the Awards Portal for 2018 state competition.
- **Legislation Report:**
  - Kevin encouraged everyone to look at the attachment from the March 19 final WOVE:
    - Details of CTE-related items in the supplemental budget for CTE is listed in the attachment, my thanks to OSPI for the details. We will now reassess where we are and develop an interim plan to move forward in the best interest of all CTE programs.
  - What didn’t pass?
    - Proviso language – what does this mean?
      - FTE this fall based on 1,000 hours instead of 900.
      - FTE count reduced by 10%.
      - Some things will help to mitigate: 15 to 5 indirects or federal – whichever is lower.
      - Some districts will benefit from regionalism.
      - Focus on revisiting funding report of 2014.
        - [CTE and Skill Center Program Funding, Accounting & Data Reporting (2014)]
        - Structure in a way that makes sense and move into policy.
  - Let Tim know if you want to be included in Legislative Committee GoToMeetings.
- **For the Good of the Order:**
  - May meeting will look at resolutions.
  - 2018-2019 budget will be approved at May meeting.
  - Any ideas for 2018-2019 Strategic Plan should be sent to Shani or Tim.
- **Adjournment:**
  - The meeting was adjourned at 4:09 p.m.

**Next Meeting:** May 19, 2018, 10:00 a.m. - 4:00 p.m., Red Lion Hotel Seattle Airport
1. General Thoughts:
   a. The 2019 WA State Legislative Session will be important! Exec. Dir. Tim is beginning the process of coordinating the effort
      i. WA-ACTE will need to begin working on the 2019 Legislative Focus. We must continue our good work in the legislature and continue to monitor how funding is implemented in our school districts. Having not succeeded in the implementation of the proviso budget language, the WA-ACTE Legislative Committee is working on strategies to address shortcomings in the CTE funding issues.
      ii. A main issue will be the use and implementation of the 2014 Leg. Funding Report
   b. We will continue to examine the WA-ACTE’s membership structure as well as the funding resources for WOVE. See below: Quality Association Improvement under Strategic Plan Activities.

2. Strategic Plan Activities:
   a. Advancement of Policy and Legislation
      i. Expand resources/funding for Leg/lobby work by Washington ACTE.
   b. Networking and Communication
      i. Update of WA-ACTE website complete! Working on fine tuning.
   c. Quality Association Improvement
      i. Review section membership in WA-ACTE
      ii. Review and discussion of WA-ACTE membership fee structure in conjunction with sections
      iii. Consideration of a modified “affiliated” membership fee structure
      iv. I believe we should move toward all section members being a WA-ACTE member. It is a combined effort.
      v. On May 15th, a GoTo Meeting with WA-ACTE Board and Section Presidents was held to begin the discussions of “affiliated” membership.
         1. Consideration of a modified “affiliated” membership fee structure
         2. I believe we should move toward all section members being a WA-ACTE member. It is a combined effort.
         3. What benefits of affiliated membership will sections and members see?

3. Matters of Interest:
   a. CTE Legislation and support for WOVE
   b. Review of membership structure
   c. Marketing and communication strategies and efforts for WA-ACTE
   d. Professional Development Opportunities
   e. Strategic Initiatives in CTE (national, state, local)
   f. Actively Recruiting Candidates for Office

4. Executive Committee Activities:
   a. Legislative GoTo Committee meetings
   b. WA-ACTE Officer GoTo meetings
   c. OSPI CTE Certification Committee Member meetings (November, December, February, March, April)
   d. WA-STEM ‘Creating Impact Together’ Event
   e. Region V Conference in Colorado Springs, CO (April)
   f. Attendance at Northern Area Group and SnoCo CTE Directors meetings
   g. Executive Director evaluation
REPORT TO THE WA-ACTE EXECUTIVE BOARD

WA-ACTE PRESIDENT ELECT

Submitted By: Shani Watkins

Date Submitted: May 8, 2018

1. General Thoughts:

WOW! There is a lot of positive work happening in Career and Technical Education across the state right now. It seems almost every day I hear about something new that districts are doing to support career and technical education and move forward the vision of pathway options for students k-12. The work to be done… connect in meaningful ways the initiatives that are working toward the same goals and support the variety of ways career and technical education programs support student growth and learning.

2. Strategic Plan Activities:

Participating in a variety of avenues that support career and technical education at the state level. Attended the Region V conference in Colorado Springs, Colorado, as both the president-elect for WA-ACTE and as a member of the policy committee.

Participated in the PESB certification meetings looking at the current methods for certification and what, if any changes may need to be made to the CTE certification process. It’s been a great committee so far, lots of great ideas and conversation. Looking forward to seeing how the information is synthesized and moved forward in the system.

3. Matters of Interest:

Need to figure out a way to get the funding kerfuffle fixed and get the hold harmless or whatever method works best, in place so that CTE and skills center programs do not lose money.

4. Executive Committee Activities:

Attended Region V Conference
Executive Director's Report

Submitted By: Tim Knue Date Submitted: March 2018

1. Activities Since the Last Report:

a. March
   i. CTE Foundation Board meeting – Seattle
   ii. Exec Board GoToMeeting
   iii. AWB Workforce Summit – Bellevue
   iv. Professional development GoToMeeting
   v. Washington STEM “Creating Impact” Reception – Seattle
   vi. Developmental Education Using Competency-Based Education – Webinar
   vii. Met with David Beard – Schools Out Washington (SOWA) – Seattle
   viii. HDCC & WSDC PAC Event – Seattle
   ix. Legislative GoToMeeting
   x. CTE Interns presentation - Olympia

b. April
   i. Region V Conference – Colorado Springs
   ii. Video professional development meeting with KP and Paul – Olympia
   iii. OSPI/PESB CTE Certification meeting – Olympia
   iv. SnoCo Directors meeting – Granite Falls
   v. Met with Jesse Taylor – Olympia
   vi. ACTE State Leaders Conference call
   vii. Professional development GoToMeeting
   viii. Meeting with PEI - CTE work – Olympia
   ix. PBS; What Works: Three Strategies for Student Success – Yakima
   x. ACTE – Oregon ACTE conference planning conference call

c. May
   i. Convening on the Changing Nature of Work and the Workforce (Sen Murray) – Seattle
   ii. Met with Congressman Larsen – Mount Vernon
   iii. WACTA Board Retreat – Blaine
   iv. Officer GoToMeeting
   v. WA Rural Pathways Summit – Bellingham
   vi. CenterForce Auction – Tacoma
   vii. Met with Becky Wallace, SC planning – Olympia
   viii. Met with Dave Mastin, OSPI – Olympia
   ix. WA-ACTE Board meeting – SeaTac
REPORT TO THE WA-ACTE EXECUTIVE BOARD

WSBEA

Submitted by: Mark Sabo

Date Submitted: May 6, 2018

1. Accomplishments Since the Last Report (please identify the strategic plan goal/objective each activity seeks to achieve):

   - The FBLA State Competitions was in April and went well. This year the National Conference is in Baltimore from June 26 to July 2. The FBLA student officers did an outstanding job leading the organization this year and below is a picture of the team.

   ![FBLA Team Picture]

   - We’re preparing for the Fall BAM Conference that will be held on October 11-13 in Richland, WA. The request for workshop proposals was sent out last week.

2. Emerging Critical Issues/Concerns for WA-ACTE and/or Your Section (for information purposes only):

   - Finding members to serve on the WSBEA board has been a challenge. There was no President-Elect candidate and as a result the presidential positions have been frozen.
   - WSBEA is helping plan the WBEA 2021 conference that will be held in Washington.

3. Emerging Critical Issues/Concerns for the Field of Career and Technical Education

   - Funding.

4. Other Comments/Suggestions:

   - N/A

5. Upcoming Meetings or Conferences:

   - WSBEA Board Meeting – May 12, 2018
   - WSBEA Annual Meeting – August 5, 2018 in Spokane, WA
   - WSBEA Fall Conference – October 11-13 in Richland, WA
   - NBEA Annual Conference – March 27-31, 2018 in Baltimore, MD

Items Requested to Be Placed on Board Agenda for Discussion

(Only include items that require Board discussion or action. These will be placed on the Board meeting agenda at the discretion of the President.)

None.
REPORT TO THE WA-ACTE EXECUTIVE BOARD

WA-CCER

Submitted By: Nora Zollweg

Date Submitted: 05/02/2018

1. Accomplishments Since the Last Report (please identify the strategic plan goal/objective each activity seeks to achieve):

Membership – WACCER needs to increase membership. Since our last report we have gathered the names and addresses of WACCER members who did not renew their membership or who’s membership is about to expire. We then found a WACCER member who is willing to create a post card to be sent to these members providing information on renewal and listing the benefits of membership. This post card will be finished by the middle of May and mailed out before the end of May. The goal is to reach members before they leave for the summer so they can renew and possibly attend summer conference in August.

A newsletter was also created and sent to members in March highlighting important issues for members and information on conferences.

Our WACCER Member of the Year, Terry Derrig, was moved forward in the WA-ACTE state awards process this month. Her application was accepted, and she is eligible for the Career & Guidance Award during summer conference.

2. Emerging Critical Issues/Concerns for WA-ACTE and/or Your Section (for information purposes only):

Coming concerns are focused around organization leadership. The person who volunteered to become the new president in August has not confirmed attendance at conference or taken part in activities or conferences during the year. She has been contacted various times with no response. I will continue to try and contact her and confirm her intention to take part in WACCER during the 18-19 school year.

3. Emerging Critical Issues/Concerns for the Field of Career and Technical Education (for information purposes only):

WACCER will focus on the changing workforce and job application methods including resumes and job skills. Two of our summer conference presenters (Bill Gable and Ben Compton) address these issues and provide resources for participants.
4. Other Comments/Suggestions:

5. Upcoming Meetings or Conferences:

An online Zoom meeting will be held at the end of May. Our WACCER section officer meeting is scheduled for Sunday night, August 5th at 5:00 before regular conference sessions start.

Items Requested to Be Placed on Board Agenda for Discussion
(Only include items that require Board discussion or action. These will be placed on the Board meeting agenda at the discretion of the President.)
REPORT TO THE WA-ACTE EXECUTIVE BOARD

WA-FACSE

Submitted By: Jacqueline Brewster and Genevieve Menino

Date Submitted: 5/2/2018

1. Accomplishments Since the Last Report (please identify the strategic plan goal/objective each activity seeks to achieve):

WA-FACSE Co-President Elects of Donna Abbey from Issaquah School District and Trudy Swain from Northshore School District will be taking over for Jacqueline and Genevieve at WA-ACTE Summer Conference in August 2018. They will also be running and attending the Annual FCS Conference October 21-23, 2018 at Great Wolf Lodge in Centralia, WA.

Our strategic plan is to continue to build relationships and continue to offer high quality professional development at our Annual FCS Conference in the fall and the WA-ACTE Conference in the summer. The new Co-Presidents will prepare their strategic plan and have it on file with WA-ACTE before their term begins.

2. Emerging Critical Issues/Concerns for WA-ACTE and/or Your Section (for information purposes only):

None at this time.

3. Emerging Critical Issues/Concerns for the Field of Career and Technical Education (for information purposes only):

None at this time.

4. Other Comments/Suggestions:

None at this time.

5. Upcoming Meetings or Conferences:

Annual Conference October 21-23, 2018 at Great Wolf Lodge in Centralia, WA

Items Requested to Be Placed on Board Agenda for Discussion
(Only include items that require Board discussion or action. These will be placed on the Board meeting agenda at the discretion of the President.)

None at this time.
REPORT TO THE WA-ACTE EXECUTIVE BOARD

WAME

Submitted By: Brenda Grabski

Date Submitted: May 2, 2018

1. Accomplishments Since the Last Report (please identify the strategic plan goal/objective each activity seeks to achieve):
   
   • Sent a rep to the region V conference (Quality Assoc. Improvement)
   • Have planned WAME one day in Auburn May 9th and another workshop end of June (Membership)
   • Completed grid for summer conference
   • Continue email communication monthly as well as on line (Advocacy & Promotion)

2. Emerging Critical Issues/Concerns for WA-ACTE and/or Your Section (for information purposes only):
   
   • Decreased CTE support/funding
   • Large number of teachers in their first 3 years of teaching

3. Emerging Critical Issues/Concerns for the Field of Career and Technical Education (for information purposes only):
   
   • Changes in the workforce
   • Reauthorization of federal legislation
   • Shortage of licensed career and technical education teachers.

4. Other Comments/Suggestions:

   None at this time

5. Upcoming Meetings or Conferences:
   
   • WAME Spring Workshop May 9th at Green River College 8:30 – 4:00 pm
   • WAME Curriculum Academy last week of June
• Monthly Board Calls the last Monday of each month at 5:15 pm.

**Items Requested to Be Placed on Board Agenda for Discussion**

*None at this time*
REPORT TO THE WA-ACTE EXECUTIVE BOARD

WITEA

Submitted By: Matt Merfeld

Date Submitted: 5/2/18

1. Accomplishments Since the Last Report (please identify the strategic plan goal/objective each activity seeks to achieve):

At our spring conference we implemented a Regionals model for our membership. It was received with great enthusiasm. We are organizing “hosts” for each region, and offer a fall in-service for our members.

2. Emerging Critical Issues/Concerns for WA-ACTE and/or Your Section (for information purposes only):

We are working to improve the relationship with WASTS, with the possibility of offering a joint spring conference and other in-service training opportunities.

3. Emerging Critical Issues/Concerns for the Field of Career and Technical Education (for information purposes only):

Standards based grading needs to be established. We also believe that more training and guidance needs to be provided to plan 2 teachers to set them up for success in the classroom. They appear to be lacking classroom management skills, and the ability to provide appropriate safety training.

4. Other Comments/Suggestions:

We would like to encourage WA-ACTE to provide more professional development opportunities for STEM. Also more leadership opportunities for CTSO’s, such as local and regional competitions.

5. Upcoming Meetings or Conferences:

Next meeting schedule for Thursday February 3rd at 4 pm. Go-To-Meeting has been provided to members. Regular board meetings will be the first Thursday of each month.

Items Requested to Be Placed on Board Agenda for Discussion
REPORT TO THE WA-ACTE EXECUTIVE BOARD

WITEA

Submitted By: Matt Merfeld

Date Submitted: 5/2/18

1. General Thoughts:

Our strategic plan is to continue strengthening our professional development at the fall, spring and summer conferences. We also are working to increase membership.

2. Strategic Plan Activities:

We are developing a plan to better fall in-service training to our members through the development of regional meetings. Our hope is to establish quarterly meetings, that will provide meaningful training to teachers, without requiring large travel expense. We are working to create agendas and norms for those meetings, to provide the host schools with expectations.

3. Matters of Interest:

WITEA and WASTS are working to re-establish a relationship for joint conferences and training.

4. Executive Committee Activities:

We wish to encourage WA-ACTE to continue working to keep all sections unified and make WA-ACTE strong advocate for students and communities.
REPORT TO THE WA-ACTE EXECUTIVE BOARD

Section

Submitted By: Chris Names

Date Submitted: 5/2/2018

1. Accomplishments Since the Last Report (please identify the strategic plan goal/objective each activity seeks to achieve):

   Attended the Region V in Colorado Springs, Colo.

2. Emerging Critical Issues/Concerns for WA-ACTE and/or Your Section (for information purposes only):

   Increasing section members and conference attendance. Working with WITEA and WASTS to improve numbers

3. Emerging Critical Issues/Concerns for the Field of Career and Technical Education (for information purposes only):

4. Other Comments/Suggestions:

5. Upcoming Meetings or Conferences:

   **Items Requested to Be Placed on Board Agenda for Discussion**
   (Only include items that require Board discussion or action. These will be placed on the Board meeting agenda at the discretion of the President.)
REPORT TO THE WA-ACTE EXECUTIVE BOARD

WASTS

Submitted By: Chris Names

Date Submitted: 5/2/2018

1. General Thoughts:

WASTS board report

I recently attended the Region V Leadership conference in Colorado Springs. It was a good conference as I got the opportunity to meet leaders from the 16 different states that make up Region V. It gave me a different perspective on issues at the Regional level and what is happening in other states versus just the issues at the state level. Had the opportunity to visit two woodworking facilities. One was a Junior College facility and the other was a High School training facility similar to our Skill Centers except the equipment was all furnished by industry.

As a section we are busy developing our grid for summer conference. We will be hosting the WASTS Networking BBQ which has been a huge success the last few years.

As a section we are also looking at how we can build our membership and reinvigorate our cluster chairs.

Chris Names

WASTS President

2. Strategic Plan Activities:

To increase enrollment and numbers of members attending conferences at both state and National level. WA-ACTE and ACTE

3. Matters of Interest:


I am still interested in work with WITEA and WASTS to work together to help increase are conference numbers and offerings. Would like to work with WITEA to help with the Summer Conference BBQ with possibly hosting a band for music and Dancing at the BBQ.

4. Executive Committee Activities:

Attended region V and plan on attending in 2019
STATE OF THE SECTION REPORT

Submit electronically to Tess Alviso at: taa@wa-acte.org

<table>
<thead>
<tr>
<th>Section:</th>
<th>HSCTE – Health Science Career Technical Educators</th>
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Leadership for 2017-2018

WA-ACTE Board Representative: Bonnie L. Smith

President: Tracee Godfrey
Past President: Terri Karkau
President Elect: NA
Secretary: Alice ‘Rain’ Wurdemann
Treasurer: Bookkeeper paid via stipend

Member Recruitment and Retention

Sent out HSCTE membership survey via WA-ACTE for movement forward.

Advocacy

Meeting date (May 26, 2018) with current Board of Directors, OSPI, Past HSCTE-Presidents to reform HSCTE into an active organization to support Professional aspect of CTE Educators and also support Student Leadership Organizations – HOSA, WCTSMA, and SkillsUSA.

Issues

Hot topic: Health Science/Health Care Apprenticeship -- working with OPSI, L&I, and DOH
Work-based Learning /Job shadow requirements in Health Sciences
Mental Health Curriculum

Marketing

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<th>Location</th>
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<td>HOSA</td>
<td>International Leadership Conference</td>
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<tr>
<td>WCTSMA</td>
<td>National Leadership Competition (online)</td>
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<td>SkillsUSA</td>
<td>International Leadership Conference</td>
<td>Louisville Kentucky</td>
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New and Innovative Ideas
To: ICDC Scholarship Sponsor
From: Washington DECA
Date: May 8, 2018
RE: Thank you letters from recipients

Enclosed please find scholarship thank you letters from students or student teams who benefited from your generous sponsorship of the registration cost to attend the International Career Development Conference in Atlanta, Georgia.

I know how very appreciative the students from our various chapters are when they receive this financial assistance.

Washington DECA thanks you for your contribution.

Linda Andersen | Operations Assistant | Washington DECA

Enclosures: scholarship thank you letters
Tim Knue
PO Box 315
Olympia, WA 98507-0315

March 30, 2018

Washington DECA
200 W. Mercer St., Suite 207
Seattle, WA 98119

Accounting Application Series Event, 1st Place, Lake Washington High School

Dear Mr. Knue,
Thank you very much for the generous grant you and your organization are providing to me to help lower the cost of competing at DECA ICDC. I’m starting college next year and my family is saving as much money as possible before then, so your scholarship makes it much easier for me to go to the conference without having to worry about the cost, so I would like to extend my heartfelt thanks.

I’m thrilled to be attending ICDC again for my final year in DECA. I’ve loved learning about business and money as it fascinates me to see the lifeblood behind our economy and country. DECA has helped me gain more confidence in my presentation skills and has given me the necessary skillset to be present myself eloquently at job interviews. These experiences actually helped me secure a position as a summer clerk at a law firm this year! I see ICDC as the capstone of this learning, and I’m delighted to have the opportunity to test my knowledge and skills against other talented students.

Once again, thank you very much for your support. Last year, I was able to win my event at ICDC and I hope to find my way to the podium again. I hope to do the WA-ACTE proud, and I couldn’t have had this opportunity without your generosity.

Sincerely,

Samuel Dorsey
George Cretu  
10710 161st CT NE  
Redmond, WA 98052

Tim Knue  
WA-ACTE  
PO Box 315  
Olympia, WA 98507-0315

REGARDS: Accounting Applications Individual Series, 2nd place, Redmond High School

Dear, Mr. Knue

Thank You for the scholarship that will be put towards paying for the International Career Development Conference (ICDC). My name is George Cretu. I am a Junior attending the International Career Development Conference for my third time. On my behalf, and that of others receiving the scholarship, thank you for making it financially easier to attend this event. This conference has and will continue to help directly due to my interest to study business and finance through my future education.

Having gone to the ICDC in previous years has allowed me to grow and learn in these fields, so I can greatly appreciate the support given by WA-ACTE. In the past two years I have learned much due to these conferences and has lead me to starting a non-profit, helping kids in need by providing assistance in education. I have also started various successful clothing brands. I contribute this to the skills and lessons learned from the DECA program.

Your contribution holds much more value than the assistance it has provided financially. Once again, I am very grateful for this scholarship, and want to thank you for the opportunities it provides.

Sincerely,

[Signature]

George Cretu
# Washington Association for Career & Technical Education

## Summary Balance Sheet

As of April 30, 2018

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<th>Apr 30, 18</th>
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<tr>
<td>Other Current Liabilities</td>
<td>41,242.93</td>
</tr>
<tr>
<td>Total Current Liabilities</td>
<td>41,242.93</td>
</tr>
<tr>
<td>Long Term Liabilities</td>
<td>162,903.11</td>
</tr>
<tr>
<td>Total Liabilities</td>
<td>204,146.04</td>
</tr>
<tr>
<td>Equity</td>
<td>458,858.32</td>
</tr>
<tr>
<td><strong>Total Liabilities &amp; Equity</strong></td>
<td><strong>563,004.36</strong></td>
</tr>
</tbody>
</table>
# Washington Association for Career & Technical Education
## Profit & Loss Budget vs. Actual
### July 2017 through April 2018

**Accrual Basis**

<table>
<thead>
<tr>
<th>Ordinary Income/Expense</th>
<th>Jul '17 - Apr 18</th>
<th>Budget</th>
<th>$ Over Budget</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fall Conference</td>
<td>70,425.00</td>
<td>94,000.00</td>
<td>(23,575.00)</td>
<td>74.9%</td>
</tr>
<tr>
<td>Foundation Scholarships</td>
<td>0.00</td>
<td>3,000.00</td>
<td>(3,000.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Grants</td>
<td>0.00</td>
<td>15,000.00</td>
<td>(15,000.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Other Revenue Sources</td>
<td>6,212.76</td>
<td>0.00</td>
<td>6,212.76</td>
<td>100.0%</td>
</tr>
<tr>
<td>Related Conferences</td>
<td>39,175.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Summer Conference</td>
<td>218,640.00</td>
<td>320,000.00</td>
<td>(101,360.00)</td>
<td>68.3%</td>
</tr>
<tr>
<td>WA-ACTE Dues</td>
<td>95,485.00</td>
<td>120,000.00</td>
<td>(24,515.00)</td>
<td>79.6%</td>
</tr>
<tr>
<td>WOVE-Government Relations</td>
<td>0.00</td>
<td>6,000.00</td>
<td>(6,000.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>429,937.76</td>
<td>558,000.00</td>
<td>(128,062.24)</td>
<td>77.0%</td>
</tr>
<tr>
<td><strong>Expense</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Association Activities</td>
<td>188,305.50</td>
<td>163,500.00</td>
<td>24,805.50</td>
<td>115.2%</td>
</tr>
<tr>
<td>Cash Reserves</td>
<td>8,668.10</td>
<td>42,000.00</td>
<td>(33,331.90)</td>
<td>20.6%</td>
</tr>
<tr>
<td>Contracted Services</td>
<td>3,750.00</td>
<td>6,000.00</td>
<td>(2,250.00)</td>
<td>62.5%</td>
</tr>
<tr>
<td>Depreciation Expense</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Educational Scholarships/Awards</td>
<td>2,600.00</td>
<td>3,600.00</td>
<td>(1,000.00)</td>
<td>72.2%</td>
</tr>
<tr>
<td>Leadership</td>
<td>22,185.97</td>
<td>28,000.00</td>
<td>(5,814.03)</td>
<td>79.2%</td>
</tr>
<tr>
<td>Office Expense</td>
<td>49,163.28</td>
<td>55,500.00</td>
<td>(6,336.72)</td>
<td>88.6%</td>
</tr>
<tr>
<td>Office Staff</td>
<td>210,696.51</td>
<td>250,925.00</td>
<td>(40,228.49)</td>
<td>84.0%</td>
</tr>
<tr>
<td>Payroll Expenses</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expense</strong></td>
<td>485,369.36</td>
<td>549,525.00</td>
<td>(64,155.64)</td>
<td>88.3%</td>
</tr>
<tr>
<td><strong>Net Ordinary Income</strong></td>
<td>(55,431.60)</td>
<td>8,475.00</td>
<td>(63,906.60)</td>
<td>(654.1)%</td>
</tr>
<tr>
<td><strong>Other Income/Expense</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Other Expense</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Help</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Other Expense</strong></td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Net Other Income</strong></td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Net Income</strong></td>
<td>(55,431.60)</td>
<td>8,475.00</td>
<td>(63,906.60)</td>
<td>(654.1)%</td>
</tr>
</tbody>
</table>
## Washington ACTE Membership Report
### Fiscal Year: 2018  Month: April

<table>
<thead>
<tr>
<th></th>
<th>Previous Month</th>
<th>New Members</th>
<th>Rejoined Members</th>
<th>Expired Members</th>
<th>Current Month</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1712</td>
<td>14</td>
<td>8</td>
<td>15</td>
<td>1719</td>
</tr>
</tbody>
</table>

|                        | 30-day Grace   | 14          |

<table>
<thead>
<tr>
<th>Previous Month</th>
<th>Current Month</th>
<th>Retention Goal</th>
<th>Retention Goal %</th>
<th>Fiscal Year Net Gain/Loss</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/31/2018</td>
<td>4/30/2018</td>
<td>6/30/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WA-ACTE</td>
<td>1712</td>
<td>1719</td>
<td>1836</td>
<td>-6%</td>
</tr>
<tr>
<td>ACTE</td>
<td>462</td>
<td>460</td>
<td>519</td>
<td>-11%</td>
</tr>
<tr>
<td>Unknown Affiliation*</td>
<td>727</td>
<td>759</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WACTA</td>
<td>252</td>
<td>250</td>
<td>113</td>
<td>121%</td>
</tr>
<tr>
<td>WAAE</td>
<td>31</td>
<td>31</td>
<td>36</td>
<td>-14%</td>
</tr>
<tr>
<td>WSBEA</td>
<td>130</td>
<td>127</td>
<td>156</td>
<td>-19%</td>
</tr>
<tr>
<td>WA-CCER</td>
<td>59</td>
<td>58</td>
<td>59</td>
<td>-2%</td>
</tr>
<tr>
<td>FACSE</td>
<td>174</td>
<td>174</td>
<td>210</td>
<td>-17%</td>
</tr>
<tr>
<td>WAME</td>
<td>52</td>
<td>51</td>
<td>64</td>
<td>-20%</td>
</tr>
<tr>
<td>WITEA</td>
<td>335</td>
<td>322</td>
<td>316</td>
<td>2%</td>
</tr>
<tr>
<td>WASTS</td>
<td>51</td>
<td>50</td>
<td>82</td>
<td>-39%</td>
</tr>
<tr>
<td>HSCTE</td>
<td>41</td>
<td>41</td>
<td>42</td>
<td>-2%</td>
</tr>
</tbody>
</table>

*Not a paid section
member thru WA-ACTE
## Budget Narrative

### Operating Revenues

<table>
<thead>
<tr>
<th>Source</th>
<th>2017-2018</th>
<th>2018-2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>WA-ACTE Membership Dues</td>
<td>$120,000</td>
<td>$120,000</td>
</tr>
<tr>
<td>Conferences / PD</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Summer Conference Revenues</td>
<td>$320,000</td>
<td>$320,000</td>
</tr>
<tr>
<td>OSPI/WTECB Grant</td>
<td>$15,000</td>
<td>$25,000</td>
</tr>
<tr>
<td>SC Exhibitors</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SC Sponsors</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fall Conference</td>
<td>$94,000</td>
<td>$94,000</td>
</tr>
<tr>
<td>Misc./Interest/Clock Hours</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>CTE Foundation Scholarships</td>
<td>$3,000</td>
<td>$3,000</td>
</tr>
<tr>
<td>WOVE - Government Relations</td>
<td>$6,000</td>
<td>$6,000</td>
</tr>
<tr>
<td><strong>TOTAL BUDGET REVENUES 2018-2019</strong></td>
<td>$558,000</td>
<td>$568,000</td>
</tr>
</tbody>
</table>

### Budgeted Expenses

<table>
<thead>
<tr>
<th>Category</th>
<th>2017-2018</th>
<th>2018-2019</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Office Staff</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries/Benefits &amp; Related Taxes</td>
<td>$239,125</td>
<td>$246,299</td>
</tr>
<tr>
<td>Travel Expenses-Executive Director</td>
<td>$10,000</td>
<td>$15,000</td>
</tr>
<tr>
<td>Contracted Office Help</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>$1,000</td>
<td>$1,500</td>
</tr>
<tr>
<td>Staff Development</td>
<td>$300</td>
<td>$300</td>
</tr>
<tr>
<td><strong>Total Office Staff Expenses</strong></td>
<td>$250,925</td>
<td>$263,599</td>
</tr>
<tr>
<td><strong>Office Expenses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Postage</td>
<td>$1,500</td>
<td>$1,000</td>
</tr>
<tr>
<td>Supplies</td>
<td>$3,500</td>
<td>$3,800</td>
</tr>
<tr>
<td>Telephone/Electronic Communications</td>
<td>$8,500</td>
<td>$8,000</td>
</tr>
<tr>
<td>Computer Equipment &amp; Software</td>
<td>$4,000</td>
<td>$7,000</td>
</tr>
<tr>
<td>Computer Maintenance/Upkeep</td>
<td>$1,000</td>
<td>$500</td>
</tr>
<tr>
<td>Office-Utilities/Recycle/Custodial</td>
<td>$12,000</td>
<td>$15,000</td>
</tr>
<tr>
<td>Office - Insurance/Bond</td>
<td>$2,000</td>
<td>$2,500</td>
</tr>
<tr>
<td>Office - Interest/Taxes</td>
<td>$13,000</td>
<td>$13,000</td>
</tr>
<tr>
<td>Printing</td>
<td>$2,000</td>
<td></td>
</tr>
<tr>
<td>Equipment Lease/Maintenance</td>
<td>$6,000</td>
<td>$6,500</td>
</tr>
<tr>
<td>Miscellaneous Association Expenses</td>
<td>$2,000</td>
<td>$2,000</td>
</tr>
<tr>
<td><strong>Total Office Expenses</strong></td>
<td>$55,500</td>
<td>$59,300</td>
</tr>
<tr>
<td><strong>EX Board Leadership Expenses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WA-ACTE Executive Board</td>
<td>$12,000</td>
<td>$12,000</td>
</tr>
<tr>
<td>ACTE/Regional’s</td>
<td>$15,000</td>
<td>$18,000</td>
</tr>
<tr>
<td>Substitute Days</td>
<td>$1,000</td>
<td>$1,000</td>
</tr>
<tr>
<td><strong>Total Leadership Expenses</strong></td>
<td>$28,000</td>
<td>$31,000</td>
</tr>
<tr>
<td><strong>Educational Scholarships/Awards</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teacher of the Year</td>
<td>$1,000</td>
<td>$1,000</td>
</tr>
<tr>
<td>WA-ACTE Memorial Teacher Scholarship</td>
<td>$1,000</td>
<td>$1,000</td>
</tr>
<tr>
<td>Student Leadership Award</td>
<td>$1,600</td>
<td>$1,600</td>
</tr>
<tr>
<td><strong>Total Educational Scholarship/Awards</strong></td>
<td>$3,600</td>
<td>$3,600</td>
</tr>
<tr>
<td><strong>Association Activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Committee Assignment</td>
<td>$1,500</td>
<td>$1,500</td>
</tr>
<tr>
<td>Conferences</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Summer Conference</td>
<td>$105,000</td>
<td>$105,000</td>
</tr>
<tr>
<td>Fall Conference</td>
<td>$25,000</td>
<td>$42,000</td>
</tr>
<tr>
<td>Related Conferences</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Advocacy</td>
<td>$24,000</td>
<td>$24,000</td>
</tr>
<tr>
<td>/Gov Relations</td>
<td>$6,000</td>
<td>$6,000</td>
</tr>
<tr>
<td>Coalition Memberships</td>
<td>$2,000</td>
<td>$2,000</td>
</tr>
<tr>
<td><strong>Total Association Activities</strong></td>
<td>$163,500</td>
<td>$180,500</td>
</tr>
<tr>
<td><strong>Contracted Services</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Audit Review</td>
<td>$0</td>
<td>$200</td>
</tr>
<tr>
<td>Attorney/CPA</td>
<td>$1,000</td>
<td>$1,000</td>
</tr>
<tr>
<td>Accountant</td>
<td>$4,500</td>
<td>$4,800</td>
</tr>
<tr>
<td>Bank Charges</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td><strong>Total Contracted Services</strong></td>
<td>$6,000</td>
<td>$6,500</td>
</tr>
<tr>
<td><strong>Cash Reserve Fund</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unrestricted Funds (TBD)</td>
<td>$35,000</td>
<td>$23,000</td>
</tr>
<tr>
<td><strong>Total Cash Reserve</strong></td>
<td>$35,000</td>
<td>$23,000</td>
</tr>
<tr>
<td><strong>TOTAL BUDGETED EXPENSES</strong></td>
<td>$542,525</td>
<td>$567,499</td>
</tr>
</tbody>
</table>
List of Clock Hour Programs Held Between May 1, 2017, and April 30, 2018:

- **WA-ACTE Spring Conference - April 25-26, 2018**
- **ACTE Region V Conference - April 11-14, 2018**
- **WACTA Spring Conference - March 12-13, 2018**
- **ACTE’s CareerTech VISION - December 6-9, 2017**
- **WA-ACTE Fall Summit - November 2-3, 2017**
- **WA-ACTE Summer Conference - August 6-9, 2017**
VISON
Every student prepared for life and career.

MISSION
“WA-ACTE’s mission is to support our members in providing high quality CTE opportunities for all students in Washington State.”

CORE PURPOSE
To provide leadership and services to our members as they prepare students for lifelong career success.

Quality Professional Development

<table>
<thead>
<tr>
<th>Ongoing Activities</th>
<th>Goals and objectives:</th>
<th>Resources needed:</th>
<th>Status:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1. Continue growth of network of partners and sponsors for WA-ACTE professional development</td>
<td>Outreach to potential sponsors</td>
<td>Ongoing</td>
</tr>
<tr>
<td></td>
<td>2. Establish platforms and resources needed to deliver professional development over the web or hybrid methods</td>
<td>Project management, equipment &amp; software</td>
<td>Basic equipment purchased for one room. Reviewing software and delivery options for online/web professional development. Did some preliminary recording at Spring STEM conference. Planning meeting held on 5/18/18</td>
</tr>
<tr>
<td></td>
<td>3. Continue the use of CTE curriculum program similar to or in conjunction with CTE-AZ</td>
<td>Continued board &amp; OSPI discussion to determine if/how we move forward</td>
<td>OSPI is interested – Lew K. has solicited files into a central location.</td>
</tr>
</tbody>
</table>
Strategic Plan
2017 - 2018 Program of Work

**VISION**

Every student prepared for life and career.

**MISSION**

“WA-ACTE’s mission is to support our members in providing high quality CTE opportunities for all students in Washington State.”

**CORE PURPOSE**

To provide leadership and services to our members as they prepare students for lifelong career success.

### Advocacy and Promotion

#### Ongoing Activities

<table>
<thead>
<tr>
<th>Goals and objectives:</th>
<th>Resources needed:</th>
<th>Status:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Develop strategies to lift our CTE message throughout the year(s)</td>
<td>Training, board learning time &amp; input, plan development and implementation support from sections</td>
<td>Work with WACTA and their Marketing Committee.</td>
</tr>
<tr>
<td>2. Foster and expand relationships with our established partners.</td>
<td>Board members willing to help serve/connect with partners to be our voice with them.</td>
<td>Exec. Dir. and Board members attending various forums surrounding STEM and Connected Learning. Exec. Dir. and Board members sit on OSPI CTE Certification Committee meetings with PESB. Exec. Dir. and WA-ACTE Officers attending WA-STEM events.</td>
</tr>
<tr>
<td>3. Expand our relationship with PESB around CTE &amp; STEM issues</td>
<td>Board members willing to help serve/connect with partners to be our voice with them.</td>
<td></td>
</tr>
</tbody>
</table>
VISION

Every student prepared for life and career.

MISSION

“WA-ACTE’s mission is to support our members in providing high quality CTE opportunities for all students in Washington State.”

CORE PURPOSE

To provide leadership and services to our members as they prepare students for lifelong career success.

Advancement of Policy and Legislation

<table>
<thead>
<tr>
<th>Ongoing Activities</th>
<th>Goals and objectives:</th>
<th>Resources needed:</th>
<th>Status:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• WOVE and PAC</td>
<td>1. Establish legislative focus for upcoming legislative session</td>
<td>• Work with section leadership and board to survey issues among sections</td>
<td>2018 Legislative Focus established 2 page CTE/Skill Center Funding briefing complete. Legislative Committee beginning work on 2019 Legislative Focus /Legislative Session strategies.</td>
</tr>
<tr>
<td>• CTSO Civic Engagement Day</td>
<td>2. Increase WOVE resources</td>
<td>• Board discussion, plan development and implementation support</td>
<td>Under review</td>
</tr>
<tr>
<td>• WOVE and PAC</td>
<td>3. Continue strong lobbying efforts</td>
<td>• Subcontract with lobbyist</td>
<td>Under review</td>
</tr>
<tr>
<td>• CTSO Civic Engagement Day</td>
<td>4. Revise and update legislative resources for members</td>
<td>• Utilize staff and board member time to review resources.</td>
<td>WACTA Exec. Board and WA-ACTE Exec. Comm. will revise and create resources for 2019 Legislative Session.</td>
</tr>
</tbody>
</table>
## VISION
Every student prepared for life and career.

## MISSION
“WA-ACTE’s mission is to support our members in providing high quality CTE opportunities for all students in Washington State.”

## CORE PURPOSE
To provide leadership and services to our members as they prepare students for lifelong career success.

### Networking and Communication

#### Ongoing Activities

<table>
<thead>
<tr>
<th>Goals and objectives:</th>
<th>Resources needed:</th>
<th>Status:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Obtain names and emails for all certified CTE educators with endorsements in Washington State</td>
<td>• PESB records request.</td>
<td>PESB Public Records Request received</td>
</tr>
<tr>
<td>2. Update website</td>
<td>• Utilize web design partner(s) to update website for easy and prompt entry of information</td>
<td>Website update is complete. Fine tuning taking place.</td>
</tr>
<tr>
<td>3. Engage partners in establishing media campaigns for CTE</td>
<td>• Develop list of partners willing to market and promote CTE</td>
<td>WACTA working on marketing activities</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Resources needed:</th>
<th>Status:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Email blasts</td>
<td></td>
</tr>
<tr>
<td>• Social Media</td>
<td>#IamCTE, #WeAreCTE</td>
</tr>
</tbody>
</table>
# Strategic Plan

## 2017 - 2018 Program of Work

### VISION

Every student prepared for life and career.

### MISSION

"WA-ACTE's mission is to support our members in providing high quality CTE opportunities for all students in Washington State."

### CORE PURPOSE

To provide leadership and services to our members as they prepare students for lifelong career success.

## Quality Association Improvement

### Ongoing Activities

<table>
<thead>
<tr>
<th>Goals and objectives:</th>
<th>Resources needed:</th>
<th>Status:</th>
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<tbody>
<tr>
<td>1. Develop strong leadership of WA-ACTE and its sections</td>
<td>• Board discussion; plan development and implementation support</td>
<td>Fall ’17 inservice held to orient section leadership to WA-ACTE procedures and Exec. Bd. responsibilities</td>
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<tr>
<td>2. Share and review conference evaluations with board and sections</td>
<td>• Scheduled/planned review sessions</td>
<td>Summer and Fall conference evaluations complete</td>
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<tr>
<td>3. Review section membership in WA-ACTE for discussion of affiliated membership structure</td>
<td>• WA-ACTE and section membership data • Board discussion on membership structure</td>
<td>Initial GoTo meeting with Section Presidents and Section WA-ACTE Board Reps in planning stages.</td>
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