



WA-ACTE EXECUTIVE BOARD
MEETING MINUTES
MAY 21, 2022

Call to Order & Roll Call:

The Washington ACTE Executive Board Zoom Meeting was called to order at 9:02 a.m. on May 21, 2022, by President Nora Zollweg. Tess Alviso, WA-ACTE Executive Assistant, conducted a roll call and determined that a quorum was present.

Executive Board Present:

Executive Committee

President..... Nora Zollweg
President Elect..... Kevin Davis
Past President..... Doug Merrill

Executive Board Representatives

Administration Kevin Smith
Agricultural Education Annette Weeks
Business and Marketing Education Sierra Larkin
Career Counseling & Employment Readiness Marie Miller
Family and Consumer Sciences Holly Unruh
Industrial Technology Education Philip Anderson
Skilled and Technical Sciences..... Roger Rich
Health Sciences Courtney Peart

Executive Board Absent:

Awards Chair (Ex Officio)..... Vern Chandler

Staff Present:

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

Guests:

Workforce Board Eleni Papadakis
WASTS Cheyenne LaViolette
Washington SkillsUSA Karmen Warner
Washington ACTE Past President Lew Keliher
Pacific Northwest MAC Mike Brennan / Michael McNutt

Agenda Changes:

- No report from OSPI.

Consent Agenda:

- Annette moved that the consent agenda be approved as presented. The motion was seconded by Courtney and carried.
 - [Approval of Executive Board Meeting Minutes \(March\)](#)
 - Executive Committee Reports
 - [Executive Director](#)
 - [President](#)
 - [Past President](#)
 - [President Elect](#)
 - Section Reports (Written)
 - [WACTA](#)
 - WA AE
 - WE-BAM
 - [WA-CCER](#)
 - [WA-FACSE](#)
 - WITEA
 - [WASTS](#)
 - [HSCTE](#)
 - [Correspondence](#)
 - [Calendar](#) Update
 - [Current Financial Statements \(March\)](#)

President Elect Candidate – Announcement:

- Tim moved that Kevin Smith, CTE Director, Renton School District, be approved by the Board to be the next President Elect of Washington ACTE. The motion was seconded by Courtney and carried.
 - The 2022-2023 officers will take their new office positions at the conclusion of the August 6 Executive Board meeting.
 - President Kevin Davis
 - Past President Nora Zollweg
 - President Elect Kevin Smith

Reports of Agencies / Organizations:

- [Pacific Northwest MAC](#) (Mission Acceleration Center) – Mike Brennan, Project Consultants & Michael McNutt, Impact Washington
 - Explained their project and asked for feedback from the Board.
- [OSPI](#) Update – Samantha Sanders, Director, Career and Technical Education, OSPI
 - No report.
- [WTECB](#) Update – Eleni Papadakis, Executive Director, Workforce Board
 - Re-elevating youth focus
 - Legislative agenda for 2023
 - WAVE Award – 120 applications received
 - State planning process
- [CTSO](#) Update – Karmen Warner, Executive Director, SkillsUSA Washington
 - 2023 Legislative Day will be held in-person
 - New state trainer
 - Washington one of four states nationally to grow
 - CTSOs will have tables for display at Summer Conference

Committees Updates:

- FAME Committee: – Kevin Davis / Vern Chandler / Tess Alviso
 - [Foundation](#)
 - [Auction](#) – Sections asked to donate a section-specific basket.
 - [Awards](#)
 - Awards are all in and will be presented at Tuesday breakfast at Summer Conference.
 - [Membership \(April\)](#)
 - Ended April with 1,764 members.
 - Membership down with fall conference being cancelled one of the reasons.
 - Engagement
 - Fun run / walk
 - Social Sunday afternoon with sponsors/exhibitors
 - Large backdrop for selfie station
 - Need social media manager – Courtney volunteered.
- Legislative: – Nora Zollweg / Tim Knue
 - Interim work for Legislative Session – 2023
 - Replicate at federal level what we do at state level
 - Principal Training Program
 - Partner with Workforce Board for priorities
 - All representative up for re-election and half of senators
- Professional Development: – Doug Merrill / Franciene Chrisman
 - [Summer Conference](#) Update
 - Agenda uploaded to Whova
 - Launch app next week
 - Ag – no participation in Summer Conference
 - Catapult – expand professional development
 - 2022-2023 WBL topic
 - \$25,000 per district (\$5,000 for WA-ACTE)

2022-2023 Budget: – Nora Zollweg / Tim Knue

- Tim presented the proposed budget.
- Discussion of Executive Session for Separate Zoom with Nora Zollweg.

Approval of Proposed 2022-2023 Budget:

- Nora moved that the proposed 2022-2023 Washington ACTE budget be approved as presented. In addition, she proposed a one-time bonus for staff with \$3,000 for executive director and \$1,000 each for executive assistants. The motion was seconded by Annette and carried.

Out-of-State Travel Approval for 2022-2023:

- Nora moved that the out-of-state travel proposed for 2022-2023 be approved. The motion was seconded by Kevin S. and carried.
 - ACTE Conferences & Seminars
 - [ACTE CareerTech VISION, November 30-December 3, 2022, Las Vegas NV](#)
 - (Executive Committee / Executive Director)
 - [National Policy Seminar – March 20-22, 2023, Arlington VA](#)
 - (President / President Elect / Executive Director)
 - [Region V Conference – April 12-15, 2023, Fargo ND](#)
 - (Executive Committee / Executive Director)

Adjournment: The meeting was adjourned at 11:48 a.m.