



**EXECUTIVE BOARD**  
**Meeting Minutes**  
**September 26, 2020**

**On-Boarding of New Members – Leadership Handbook:** Tim Knue, Executive Director

**Swearing in of 2020-2021 Board Members:** Vern Chandler conducted the swearing in of the new Executive Board.

**Call to Order and Roll Call:** The Washington ACTE Executive Board Zoom Meeting was called to order at 9:10 a.m. on September 26, 2020, 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 ..... 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 Present:**

ACTE Region V..... Shani Watkins  
OSPI..... Becky Wallace  
CTSOs..... Lori Hairston

**Agenda Changes:** None

**Calendar of Events - Executive Board Timeline:** Send updates to [taa@wa-acte.org](mailto:taa@wa-acte.org)

**Consent Agenda:** Annette moved that the consent agenda be approved as presented. The motion was seconded by Matt and carried.

- [Approval of August Executive Board Meeting Minutes](#)
- [Financial Statements \(August\)](#)
- **Executive Committee Reports** | [President](#) | [President Elect](#) | [Past President](#) | [Executive Director](#)
- **Correspondence**

**State of the Section Reports:**

- [WACTA](#) – Kevin Davis
- [WAAE](#) – Annette Weeks
  - Looking for new FFA director
  - State FFA virtual Evergreen tour
  - Social media and your core values
- [WSBEA](#) – Matt Monnastes
- [WA-CCER](#) – Marie Miller
  - Recruit younger through social media
  - Spring pending
  - January scholarships
- [WA-FACSE](#) – Christina Sutter
  - October conference virtual
  - Negotiated with hotel and added 2024
  - Lowered conference rates
  - Marketing outside of state
  - YouTube channel
  - Conference access until November 16
- [WAME](#) – Sierra Larkin
  - Western Regional DECA
  - Lesson plans for teachers and students
  - Still working on merge with WSBEA
- [WITEA](#) – Nicole Hitchcock
  - New website and logo
  - Looking for publications officer
  - COVID-19 resources
- [WASTS](#) – Joel Brian
- [HSCTE](#) – Rain Wurdemann
  - Utilizing Webpage, Facebook, Instagram, and Twitter
  - Conference moved from October to January/February
  - Looking at Whova
  - Hoping for more people to attend being virtual
  - Going to national virtual

**Reports of Agencies / Organizations:**

- **Career Connected Learning – Virtual Career Exploration Content Idea**
- **OSPI Update** – Becky Wallace
  - CTE Bulletin

- WBL required
  - Extended leadership required
  - CCL concept idea
  - CTE resources – PD
  - Don't get engagement with recorded sessions
- Advance CTE
  - one landing page
  - STEM allocation \$75,000
- **WTECB Update** – Eric Wolf
- **CTSO Update** – Lori Hairston
  - Officer teams chapter leadership academies
  - Program of leadership
  - Officers training in July
  - Working on ask for additional funding
  - DECA hosting conference for 25 states

#### **New Business:**

- **WOVE**
  - Annette moved that the WA-ACTE Executive Board approve Tim Knue, Executive Director, to work with WOVE and lobby on the association's behalf.  
The motion was seconded by Nicole and carried.
- **2021 Strategic Plan** - Doug Merrill, President

#### **Board Learning**

- **Ideal Team Player** (<https://www.youtube.com/watch?v=PRh80RyT74I>) - Doug Merrill & Tim Knue

#### **Committee Information:**

- **Legislative** - Doug Merrill, Legislative Chair
  - 2021 Legislative Focus – presentation, review, and feedback
  - Committee meetings every two weeks
- **Professional Development** - Lew Keliher, Professional Development Chair
  - **Fall Conference Update**
    - Virtual
    - Will provide STEM clock hours
  - **Committee Processes & Timelines Required for Summer Conference 2021**
  - **“2021 WA-ACTE Summer Conference”**
- **FAME Committee**
  - **Membership** - Nora Zollweg, Membership Chair
    - First meeting October 1
    - Meetings will continue on the first Thursday of every month 4-5 p.m.
    - Focus on membership and benefits of being a member
  - **Awards** - Vern Chandler, Awards Chair
    - Sections should be familiar with award categories and align as much as possible with WA-ACTE, which models the national ACTE

**Adjournment:** The meeting was adjourned at 12:20 p.m.

**Future Meetings: Meetings will be via Zoom until further notice.**