

WA-ACTE EXECUTIVE BOARD
GoToMeeting Agenda
Tuesday, March 22, 2016 • 3:00 PM

GoToMeeting: <https://global.gotomeeting.com/join/598861573>

Use your microphone and speakers (VoIP) – or a headset. Or, call in using your telephone while on your computer
Dial +1 (213) 493-0601 / Access Code: 598-861-573 / Meeting ID: 598-861-573

- 3:00 PM** Call to Order and Roll Call
- A. Agenda Changes..... (I/A)
- B. Calendar Update (I/A)
- C. Consent Agenda (I)
1. Approval of January 30, 2016, Executive Board Meeting Minutes
2. Financial Statements (February 2016)
3. Executive Committee Reports
- a. Executive Director’s Report
- b. President’s Report
- c. President Elect’s Report
- d. Past President's Report
4. Section Reports
5. Correspondence
- 3:15 PM** D. Conference Updates – Tim Knue (I)
1. National Policy Seminar • February 29 – March 3, 2016 – Lew Keliher
2. Region V • April 20-23, 2016
- E. Summer Conference – Spokane • August 7-10, 2016
- Tim Knue or Michelle Spenser / Franciene Chrisman
1. Professional Development Committee Update / Discussion
2. Sunday Sessions
3. Keynote Speakers
4. President Elect Candidates
5. Resolutions Timeline
6. Strategic Plan 2016-2017
- F. Membership / Awards – Gene Wachtel / Vern Chandler..... (I)
- 3:30 PM** G. Legislation Report – Lew Keliher / Tim Knue (I/A)
- H. For the Good of the Order (I)
- 4:00 PM** I. Adjournment

March 2016

WA-ACTE Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																										
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27 Easter	28	29	30 FCCLA State Conference	31 FCCLA State Conference WTSA State Conference	<div style="border: 1px solid black; padding: 5px; margin: 5px;"> <p style="text-align: center; margin: 0;">Apr 2016</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr> <td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr> <td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr> <td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr> <td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr> <td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> </table> </div>		S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
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April 2016

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May 2016

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June 2016

WA-ACTE Calendar

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July 2016

WA-ACTE Calendar

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August 2016

WA-ACTE Calendar

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September 2016

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October 2016

WA-ACTE Calendar

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November 2016

WA-ACTE Calendar

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December 2016

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**EXECUTIVE BOARD
Meeting Minutes
Saturday, January 30, 2016**

Call to Order and Roll Call: The Washington ACTE Executive Board Meeting was called to order at 10:07 a.m. on Saturday, January 30, 2016, by President Lew Keliher. Tess Alviso, WA-ACTE Executive Assistant, conducted a roll call and determined a quorum was present.

Executive Board Present:

Executive Committee

President Lew Keliher
Past President Michelle Spenser
President Elect Gene Wachtel

Executive Board Representatives

Administration Shani Watkins
Business Education Mark Sabo
Career Counseling & Employment Readiness Terry Derrig
Family and Consumer Sciences Dawn Boyden
Marketing Education Darby Vigus
Industrial Technology Education John Davis
Health Sciences Terri Karkau

Executive Board Absent:

Agricultural Education Aubrey Markel
Skilled and Technical Sciences Ryan Nickels
Awards Chair (Ex Officio) Vern Chandler

Staff Present:

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

Guests Present:

CTSOs Larry Howe
OSPI George Aszklar
WTECB Eric Wolf

Agenda Changes:

- Added auction to Summer Conference Update
 - Shani moved that the agenda be approved. The motion was seconded by Mark and carried.

Calendar Update:

- The calendar had been changed back to the old format and not using Google Calendar anymore. Any updates should be sent to Tess.

Consent Agenda:

- Approval of November 7, 2015, Executive Board Meetings Minutes
- Financial Statements - December 2015
- Executive Committee Reports
- Section Reports
- Correspondence
 - Mark moved that the consent agenda be approved as presented. The motion was seconded by Darby and carried.

Board Learning:

- Resolutions
 - Proposed resolutions submitted in writing to Tim no later than July 1.
- President Elect
 - Nominations open from March 1 to May 1.
- Bylaws Changes
 - Suggested changes should be to Tim by May 1 for discussion at the May Executive Board Meeting.
- Strategic Plan Ideas
 - Update included in the books.
- Section Rebates
 - Sections are to let Franciene know if they want their rebate or donate it back to the Association.
- lamCTE Update
 - Washington ACTE has secured:
 - lamCTE.net
 - WeAreCTE.com
 - WeAreCTE.org
- WAVA Name Change (voting in February)
 - Washington Association of Career and Technical Administrators (WACTA)

OSPI Update (George Aszklar):

- On board with \$800,000 for CTSOs
- Working on developing automated framework process
- Working on website to be more user friendly
- Requesting the field's assistance on course equivalencies

WTECB Update (Eric Wolf):

- WIOA – workforce development laws
- New strategic plan
- Reauthorization of Perkins – federal priority
- Career Readiness
 - YouTube video
 - State conception of what career ready should be
- \$150,000 Governor Association's grant
- \$75 million JP Morgan Chase

CTSO Update (Larry Howe):

- 400 registered for CTSO Civic Engagement Day
- Possible \$15,000 grant from OSPI for professional development and student leadership (per program area)

Legislative Committee:

- CTE Minutes Formula
 - CTE minutes worth less with 1,080 minutes vs. 900 minutes
- MSOC Funding
 - SB 6415 & HB 2868
- Civic Engagement Day
 - Looking at week before or after last week of January for next year
- CTE Coalition Update
 - Handout

Professional Development Committee:

- Summer Conference Update
 - Sponsorships
 - Looking for sponsors for Summer Conference in addition to PEMCO
 - STEM Fuse sponsored Fall Conference
 - Speakers
 - Call for Presentations Handout
 - Deadline March 11
 - Sunday Sessions
 - Officially extending conference to begin on Sunday
 - Helps in planning
 - Increases clock hours
 - Exhibitors can present on Sunday
 - Auction (email from Vern)
 - Silent Auction items that people will bid on throughout the day
 - Basket sponsorship from organizations other than our sections
 - We need items that are experiences, personal and unique items, once-in-a-fantasy experiences
 - Handmade gifts
 - Tickets to sporting events, concerts, and shows

- Travel: Tie a travel package to a popular film, book, or current event. I am researching how organizations get airlines to donate airline tickets to non-profit organizations. Can anyone on the board point me in the right direction?
- Other thoughts for improving the auction?

Membership/Awards Committee:

- Community Service Project
 - Suggestions: book drive, food drive, wounded warriors, blankets for the homeless, blood drive, etc.
- Awards Requirements
 - Information including checklist in Board Book and on website
 - Deadline May 1
 - Quality Section Standards – all sections can win
 - Would like to see WAVA nominate their staff.

Resolution to Remove State-Mandated Assessments as a Graduation Requirement:

- Dawn moved that the resolution be approved as presented. The motion was second by John and carried.

Adjournment: The meeting was adjourned at 2:47 p.m.

Future Meetings:

- March 22, 2016, GoToMeeting
- May 21, 2016, 10:00 a.m. - 4:00 p.m., Red Lion Hotel, Seattle Airport
- August 6, 2016, 10:00 a.m. - 4:00 p.m., Davenport Grand Hotel, Spokane

**WA-ACTE
BUDGET REPORT
February 2016**

	Feb 2016	Year to Date	2015-2016 Budget	Actual to Budget	% of Budget
OPERATING REVENUES					
WA-ACTE Membership Dues	\$1,930.00	\$80,210.00	\$78,250	\$1,960.00	102.50%
Summer Conference Revenues	\$330.00	\$235,346.88	\$220,000	\$15,346.88	106.98%
Fall Conference	\$600.00	\$92,640.00	\$80,000	\$12,640.00	115.80%
OSPI Grant (Summer Conference)	\$0.00	\$0.00	\$14,000	-\$14,000.00	0.00%
WTECB	\$0.00	\$1,080.00			
Foundation Scholarships	\$0.00	\$0.00	\$3,000	-\$3,000.00	0.00%
PEMCO Partnership	\$0.00	\$2,000.00			
WOVE - Government Relations	\$0.00	\$6,000.00	\$6,000	\$0.00	100.00%
TOTAL BUDGET REVENUES 2014-2015	\$2,860.00	\$417,276.88	\$401,250	\$16,027	103.99%
BUDGETED EXPENSES					
Office Staff					
Salaries/Benefits & Related Taxes	\$16,700.83	\$134,119.48	\$203,528	-\$69,408.52	65.90%
Travel Expenses-Executive Director	\$785.00	\$6,201.08	\$8,000	-\$1,798.92	77.51%
Contracted Office Help	\$0.00	\$0.00	\$500	-\$500.00	0.00%
Professional Fees	\$80.00	\$540.00	\$700	-\$160.00	77.14%
Staff Development	\$0.00	\$0.00	\$300	-\$300.00	0.00%
Total Office Staff Expenses	\$17,565.83	\$140,860.56	\$213,028	-\$72,167.44	66.12%
Office Expenses					
Postage	\$32.30	\$922.35	\$2,000	-\$1,077.65	46.12%
Supplies	\$0.00	\$2,269.96	\$2,500	-\$230.04	90.80%
Telephone/Electronic Communications	\$974.16	\$4,603.23	\$8,500	-\$3,896.77	54.16%
Computer Equipment & Software	\$1,428.85	\$4,340.86	\$500	\$3,840.86	868.17%
Computer Maintenance/Upkeep	\$0.00	\$559.43	\$1,000	-\$440.57	55.94%
Office-Utilities/Recycle/Custodial	\$1,739.78	\$6,824.34	\$5,000	\$1,824.34	136.49%
Office - Insurance/Bond	\$0.00	\$0.00	\$1,800	-\$1,800.00	0.00%
Office - Interest/Taxes	\$771.07	\$7,510.46	\$13,000	-\$5,489.54	57.77%
Printing Cost	\$0.00	\$0.00	\$2,000	-\$2,000.00	0.00%
Equipment Lease/Maintenance	\$1,051.15	\$4,514.03	\$9,000	-\$4,485.97	50.16%
Miscellaneous Association Expenses	\$78.00	\$508.49	\$1,000	-\$491.51	50.85%
Total Office Expenses	\$6,075.31	\$32,053.15	\$46,300	-\$14,246.85	69.23%
Leadership Expenses					
WA-ACTE Executive Board	\$704.85	\$9,225.18	\$15,000	-\$5,774.82	61.50%
ACTE/Regional's	\$3,185.27	\$9,884.22	\$10,000	-\$115.78	98.84%
Substitute Days	\$0.00		\$1,000	-\$1,000.00	0.00%
Total Leadership Expenses	\$3,890.12	\$19,109.40	\$26,000	-\$6,890.60	73.50%
Educational Scholarships/Awards					
Teacher of the Year Scholarship	\$0.00	\$0.00	\$1,000	-\$1,000.00	0.00%
WA-ACTE Memorial Teacher Education Scholarship	\$0.00	\$0.00	\$1,000	-\$1,000.00	0.00%
Student Leadership Award	\$1,400.00	\$1,400.00	\$1,600	-\$200.00	87.50%
Total Educational Scholarship/Awards	\$1,400.00	\$1,400.00	\$3,600	-\$2,200.00	38.89%
Association Activities					
Committee Assignment	\$0.00	\$0.00	\$1,500	-\$1,500.00	0.00%
Summer Conference	\$498.31	\$60,063.63	\$65,000	-\$4,936.37	92.41%
Related Conferences	\$0.00	\$23,912.51	\$25,000	-\$1,087.49	95.65%
Total Association Activities	\$498.31	\$83,976.14	\$91,500	-\$7,523.86	91.78%
Contracted Services					
Attorney	\$0.00	\$0.00	\$1,000	-\$1,000.00	0.00%
Accountant	\$350.00	\$2,800.00	\$4,200	-\$1,400.00	66.67%
Bank Charges	\$0.00	\$8.00	\$1,000	-\$992.00	0.80%
Total Contracted Services	\$350.00	\$2,808.00	\$6,200	-\$3,392.00	45.29%
Cash Reserve Fund					
Mortgage Principle			\$7,000		
Add to Cash Reserve			\$0		
Total Cash Reserve		\$0.00	\$7,000		
TOTAL BUDGETED EXPENSES 2015-2016	\$29,779.57	\$280,207.25	\$393,628	-\$106,420.75	71.19%

WA-ACTE
STATEMENT OF REVENUES AND EXPENSES
AND CHANGES IN FUND NET ASSETS
For Month Ended February 28, 2015 and February 29, 2016

	Month Ended 2/29/2016	Month Ended 2/28/2015
OPERATING REVENUES:		
WA-ACTE Membership Dues	\$80,210.00	\$58,380.00
Summer Conference Revenues	\$235,346.88	\$218,741.00
OSPI Grant	\$0.00	\$12,000.00
Fall Conference	\$92,640.00	\$84,625.00
Grants - Others	\$3,080.00	
WOVE- Government Relations	\$6,000.00	\$6,000.00
Total Operating Revenues	\$417,276.88	\$379,746.00
OPERATING EXPENSES:		
Office Staff	\$140,860.56	\$139,698.44
Office Expenses	\$32,053.15	\$24,763.82
Leadership	\$19,109.40	\$18,493.39
Educational Scholarships/Awards	\$1,400.00	\$1,200.00
Association Activities	\$83,976.14	\$92,911.79
Contracted Services	\$2,808.00	\$3,434.94
Total Operating Expenses	\$280,207.25	\$280,502.38
OPERATING INCOME (LOSS)	\$137,069.63	\$99,243.62
NON OPERATING REVENUES (EXPENSES)		
Interest Income	\$13.09	\$10.02
Depreciation Expense	\$0.00	\$0.00
Non-Operating Expenses	\$0.00	\$0.00
Non-Operating Income	\$2,588.46	\$785.02
Total Nonoperating Revenues (Expenses)	\$2,601.55	\$795.04
CHANGES IN NET ASSETS	\$139,671.18	\$100,038.66
TOTAL NET ASSETS, Beginning of Year	\$266,507.96	\$229,326.85
TOTAL NET ASSETS, End of Year	\$406,179.14	\$329,365.51

WA-ACTE
STATEMENT OF NET ASSETS
As of February 29, 2016 and Februaru 28, 2015

	Fiscal Year Ended 2/29/2016	Fiscal Year Ended 2/28/2015
ASSETS:		
Checking Accounts	\$175,903.06	\$97,411.51
Accounts Receivable	\$0.00	\$0.00
Prepaid Expenses	\$250.00	\$0.00
Property and Land	\$407,018.00	\$412,540.00
TOTAL ASSETS	\$583,171.06	\$509,951.51
LIABILITIES:		
Loan Payable - House	\$174,911.92	\$179,676.00
Accounts Payable	\$0.00	\$0.00
Accounts Payable - Flowthru	\$2,080.00	\$910.00
TOTAL CURRENT LIABILITIES	\$176,991.92	\$180,586.00
Unearned Revenues	\$0.00	\$0.00
TOTAL NET ASSETS	\$406,179.14	\$329,365.51
TOTAL NET ASSETS AND LIABILITIES	\$583,171.06	\$509,951.51

Executive Director's Report

Submitted By: Tim Knue

Date Submitted: March 2016

1. Activities Since the Last Report:

a. January

- i. WA-ACTE Executive Board Meeting, SeaTac
- ii. Professional development committee meeting
- iii. Dinner with Rep Moscoso
- iv. Northern Area WAVA group phone call
- v. Meeting w/ John Aultman – Governor's Office
- vi. House Ed Hearing
- vii. National Governors Association – Work Based Learning meeting
- viii. State Democratic Crab Feed w/ Lew Keliher @ St. Martins
- ix. Weekly Legislative GoToMeeting
- x. ACTE Pathways Policy GoToWebinar
- xi. State Republican Reception @ Ramblin Jack's
- xii. Office visit with Sen Schoesler
- xiii. WAVA Board meeting @ Heathman Lodge, Vancouver
- xiv. WAVA Conference presentations
- xv. Skill Center Directors meeting
- xvi. CTSO Directors call in to meeting
- xvii. Follow up w/ John Aultman
- xviii. National Policy Seminar, DC with ACTE 10 office visits

b. February

- i. Professional development Committee Meeting
- ii. Weekly Leg GoToMeeting
- iii. Officer GoToMeeting
- iv. WAVA Northern Meeting – Oak Harbor
- v. Washington ACTE Board GoToMeeting

REPORT TO THE WA-ACTE EXECUTIVE BOARD

President Report

Submitted By: Lew Keliher

Date Submitted: 3/13/16

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

Your Exec board had the pleasure of attending the NPS in Washington DC where we had the opportunity to meet with our Washington Senators and Congress people. We took the message of reauthorizing the Perkins act as well as increasing it to help our CTE programs.

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

Two items; we need to keep discussions open with our legislators in DC helping them understand we want them to make progress. The next item is dealing with the outcomes of this year's Olympia battles on how to fund education and MSOC. As of this writing they have been pulled back for an emergency session. We need to set our priorities on what are next steps will be.

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

CTE Certification, we need to keep what makes us strong, industry training. How do we keep this and still find qualified instructors?

4. Other Comments/Suggestions:

Thank you for the ability to represent you in DC.

5. Upcoming Meetings or Conferences:

Summer conference in Spokane.

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

WAVA

Submitted By: Shani Watkins

Date Submitted: March 7, 2016

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

Two major accomplishments since the last report:

- A. WAVA members voted for a new name: Washington Association of Career and Technical Administrators (WACTA)
- B. A technical fix to the bylaws was voted in by membership – the president-elect position is a three year term, president-elect, president, and past-president.

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

Funding, funding, funding – CTE directors and Skills Center Directors are VERY concerned with the lack of funding for CTE.

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

4. Other Comments/Suggestions:

Thank you, Tim, for continuing to work and partner with others to move the CTE agenda forward.

5. Upcoming Meetings or Conferences:

Next meeting is scheduled for April 21st and will be rescheduled because several members will be at the Region V meeting in San Diego, CA.

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

WSBEA

Submitted By: Mark Sabo

Date Submitted: March 5, 2016

- 1. Accomplishments Since the Last Report (please identify the strategic plan goal/objective each activity seeks to achieve):**
 - Our website is nearly completed and we're looking forward to having this up and running for our members.
- 2. Emerging Critical Issues/Concerns for WA-ACTE and/or Your Section (for information purposes only):**
 - Primary concern is MSOC funding.
 - Still working on creating a functional and engaging website but really close to being completed.
 - Fall 2016 conference location has been a challenge. The Red Lion in Wenatchee didn't reserve rooms for our conference during the review process and as a result the rooms have been booked for other conferences. We're looking at other locations; Tri-City, Yakima, and others.
- 3. Emerging Critical Issues/Concerns for the Field of Career and Technical Education**
 -
- 4. Other Comments/Suggestions:**
- 5. Upcoming Meetings or Conferences:**
 - WBEA Conference Feb 12-15, 2016 in Hawaii
 - WSBEA Board Meeting – May 7, 2016

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-CCER Section

Submitted By: Terry B. Derrig; Co-President

Date Submitted: 3/9/16

- 1. Accomplishments Since the Last Report (please identify the strategic plan goal/objective each activity seeks to achieve):**
 - a. Discussed Professional Development opportunities and believe that a PD would be available in the fall.
 - b. JWG is having their annual Career Development Conference and this year WSL/WBL and Career Choices students are invited
 - c. Bank account and UBI roll over is almost complete
 - d. WA-CCER scholarship document is being updated & will be distributed
 - e. WA-CCER Member of the Year Award was updated; will be distributed by newsletter to members and WAVA members (must be WA-CCER & WA-CTE member
 - f. WA-CTE Summer conference was discussed, especially the need for guest speakers
- 2. Emerging Critical Issues/Concerns for WA-ACTE and/or Your Section (*for information purposes only*):**
- 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:**

WA-CCER will have another Go-To-Meeting to continue working on Awards, Scholarships, PD

REPORT TO THE WA-ACTE EXECUTIVE BOARD

Submitted By: Dawn Boyden, WA-FACSE Section Co-President

Date Submitted: March 7, 2016

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

Quality Association Improvement

- Attended Program Development GoToMeeting in February.
- Conducted a WA-FACSE Executive Board 3-day Meeting/Retreat.
- Completing speaker arrangements for summer conference. Some have had trouble using the Survey Monkey.
- Annual FCS Conference committee is planning their conference for October with WA-FCS.

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

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

4. Other Comments/Suggestions:

WA-FACSE Board members expressed concern about changing dates for GoToMeetings, or short notice, sometimes only 2-3 business days, making it impossible for members to attend due to prior time commitments. We understand if emergencies arise, but whenever possible, more notice would be appreciated.

More frequent access to the Survey Monkey results would all conference planners to have up-to-date information.

Our Legislative Committee members somehow missed the information for the national policy seminar and state engagement day. They request written notice of these dates in the future so that they can plan to attend. The members feel that it's hard to have the GoToMeetings at 6 PM on Monday nights. One member said that she logged in twice to the scheduled meetings, but there was no organizer. Maybe the meeting was cancelled and she didn't receive notice.

5. Upcoming Meetings or Conferences:

Sponsoring Science and Our Food Supply Teacher Training in Seattle April 9 at Seattle Lutheran High School.



U.S. HOUSE OF REPRESENTATIVES
WASHINGTON, DC 20515

DEREK KILMER
6TH DISTRICT, WASHINGTON

Tim -
Terrific seeing you in DC!
Thanks for taking the time
to meet with me and share
ACTE's priorities. You do such

vital work to provide people
with opportunities and to
strengthen our economy.

As always, please consider
me a partner.

Sincerely -
Derek



JULY 2015 – JUNE 2016 MEMBERSHIP REPORT FOR THE MONTH ENDING FEBRUARY 29, 2016

Previous Month	1708
New	+ 20
Rejoin	+ 24
Expired	- 40
Current Month	1712

	7/15	8/15	9/15	10/15	11/15	12/15	1/16	2/16	2/15	3/15	4/15	5/15	6/15 2016 Goal Retention	+/- % Goal Retention	Fiscal Year Net Gain/Loss
WA-ACTE	1806	1619	1609	1717	1735	1709	1708	1712	1558	1574	1580	1643	1729	-1%	-17
ACTE	480	469	483	514	517	494	485	492	463	451	446	444	471	4%	21

	2/16	2/16	6/15	6/15 2016 Goal Retention	+/- % Goal Retention	Non-Renewals July 2015 - June 2016
	Paid Section Dues Thru WA-ACTE	Self-Designated Section	Paid Section Dues Thru WA-ACTE	Self-Designated Section		
WAVA	244	339	139	361	-6%	53
WAAE	32	186	28	170	9%	33
WSBEA	144	267	156	274	-3%	54
WACCER	49	99	54	110	-20%	28
FACSE	253	327	216	343	-5%	63
WAME	54	96	59	90	7%	16
WITEA	263	454	304	407	12%	110
WASTS	67	193	76	202	-4%	35
HSCTE	38	67	37	74	-9%	14



**Washington Association for
Career and Technical Education
2016 Excellence Awards**

The Member Awards recognize Washington ACTE members who have contributed to the success of CTE through the quality of their work and their involvement in the CTE community.

All Excellence Awards are administered by the Washington ACTE Awards Committee, which comprises one representative from each of Washington ACTE's nine sections and a chair. Applications for the Washington ACTE Excellence Awards are accepted online via the [ACTE Awards Portal](#).

The Washington ACTE Member Awards recognize excellence and dedication within the field of Career and Technical Education among Washington ACTE members. Recipients of these awards are exceptional individuals who have contributed to the success of CTE through the quality of their work and their involvement in the CTE community.

There are seven Member Awards presented:

Washington ACTE Teacher of the Year

This award recognizes the finest career and technical teachers at the middle/secondary school level who have demonstrated innovation in the classroom, commitment to their students, and dedication to the improvement of CTE in their institutions and communities. Members employed as full-time classroom/laboratory CTE teachers at the middle/secondary school level are eligible recipients of this award.

Washington ACTE Career Guidance Award

This award recognizes guidance counselors and career development professionals who have made significant contributions to advocate, educate, and communicate the value of CTE as a viable career option to a variety of audiences in their communities. Members employed as full-time school counselors and/or career development professionals are eligible recipients of this award.

Washington ACTE Postsecondary Teacher of the Year

This award recognizes career and technical teachers and teacher educators who have demonstrated excellence and best practices in Career and Technical Education at the postsecondary level. Members employed as full-time postsecondary CTE teachers or teacher educators are eligible recipients of this award.

Washington ACTE Administrator of the Year

This award recognizes CTE administrators, program specialists/coordinators, and other CTE personnel who have made significant contributions toward innovative, unique, and effective career and technical programs. Members employed as full-time CTE administrators, program specialists, coordinators, and all other CTE personnel and staff (not employed as teachers or guidance professionals) are eligible recipients of this award.

Washington ACTE New Teacher of the Year

This award recognizes CTE teachers with 3-5 years' experience (at the middle, secondary, or postsecondary level) who have made significant contributions toward innovative and unique Career and Technical Education programs and shown a professional commitment early in their careers. Members employed as full-time classroom/laboratory CTE teachers (at the secondary or postsecondary level) who are relatively new to the teaching profession (with 3-5 years' experience) are eligible recipients of this award.

Washington ACTE Community Service Award

This award is presented to Washington ACTE members who have used CTE to make a significant impact on a community/humanitarian cause through leadership in programs and activities that promote community involvement.

Washington ACTE Lifetime Achievement Award

This award recognizes the contributions and distinguished accomplishments of members who have been identified with the work and purposes of the Washington Association for Career and Technical Education over an extended period of time.

Evaluation Criteria

All candidates are evaluated based on the following criteria:

- Accomplishments and innovations that exhibit the quality of the candidate for the award
- Contributions to the CTE community (can include activities within their institutions, communities, Washington ACTE, and other organizations)

For more information on how applications are scored, please see the national [ACTE Member Awards Scoring Rubric](#). For more information on awards committee procedures, please review the national committee's [Guiding Principles](#).

Application Process

National Member Award candidates progress through three rounds of review:

1. **State Round:** Candidates begin the application process by nominating themselves (or being nominated by a peer) for their state award. Candidates must hold the appropriate position at the time of initial nomination (e.g., be a secondary school CTE teacher if applying for the Teacher of the Year.) *All state nominees must be a Washington ACTE member for at least one year at the time of nomination to compete in the state round.* Awards presented at the Awards Breakfast during Summer Conference in August.
2. **Region Round:** State winners are reviewed within their Regions. All state winners must have their applications uploaded to the ACTE Awards Portal and be ACTE members by the March 1 Region deadline (nonmembers are not eligible to receive Region or national awards). Region winners are selected by their Region awards committees and announced during their Region conferences. Awards presented at Awards Breakfast during Region V Conference in April.
3. **National Round:** Region winners' applications are forwarded to the final round of review via the Awards Portal by their Region committee chair. The national awards committee selects the national winners, which are announced at the ACTE Awards Banquet during ACTE's CareerTech VISION in December.





How to Apply

Candidates should submit their applications on the [ACTE Awards Portal](#) by their state deadline of May 1. The application requirements can be downloaded [here](#) (note: this is not an application form. These requirements are included in the online application on the Awards Portal.) Also, be sure to check out our tip sheet for applicants: [Writing a Strong Nomination](#).

Deadlines

All nominations must be entered in the ACTE Awards Portal by **May 1**.

Other Washington ACTE Awards (Deadline May 1)

In addition to the [Washington ACTE Excellence Awards](#), Washington ACTE also presents the following:

- [Washington ACTE Achieve 100% Membership Award](#) for districts and schools that have 100% Washington ACTE membership among their Career and Technical Education staff.
- [Quality Section Standards Award](#) for sections that meet the quality standards set by Washington ACTE.
- [Legislator of the Year](#) (administered by Washington ACTE's Legislative Committee)
- [Memorial Teacher Education Scholarship](#)

If you have questions about the [Washington ACTE Excellence Awards](#), please contact Washington ACTE staff at taa@wa-acte.org



AWARDS CHECKLIST

- **1st Deadline: December 31 - Make sure your candidates have the one year required WA-ACTE membership and enter as much information as you can by December 31.**
- **From January 1 and no later than May 1 complete your award nomination.**
- **Final Deadline: May 1**

What you will need to complete an award nomination in the Awards Portal:

- ☐ All candidates must be WA-ACTE members for at least one year at the time of nomination to compete at the state level.
- ☐ Candidate Information
 - Name
 - ACTE Membership ID#
 - Division/Section
 - When did you join ACTE?
 - When did you join your state association?
 - Employer/Institution
 - Title
 - Business Address, City, State, ZIP
 - Business Telephone
 - Home/Cell Telephone
 - Fax
 - Email
- ☐ Letter of Introduction – Please provide a brief overview of the candidate including the following:
 - A brief overview of the applicant (i.e., short biography/background information)
 - A brief summary of the candidate's qualifications for this award.
 - (350 words maximum)
- ☐ Support Information – Please summarize the strengths of the candidate for this award. Include the following:
 - accomplishments/innovations that exhibit the quality of the candidate
 - contributions to the CTE community (can include activities within institutions, communities, or ACTE and other organizations).
 - (1000 words maximum)
- ☐ Letters of Recommendation – Each applicant is required to submit 2 letters of support recommending the candidate as relates to his/her qualifications for the award. Please submit letters from two of the following: a supervisor, a parent/guardian, a student, an employee, or a community leader. The Committee will only accept two letters from each applicant.
- ☐ Photo/Headshot – Each applicant must submit a professional/institutional photo/headshot of themselves. The photo should be digital, high resolution (at least 300 dpi), and submitted in .jpg format. Files 2MB or larger are preferred. Photographs will be used for publicity purposes only.
- ☐ Candidates may be interviewed by the Awards Committee if needed for judging.

Winning applicants permit Washington ACTE, Region V, and the national ACTE to use and edit content of the application for promotional activities.

3/15/2016

Washington ACTE Legislative Committee Minutes

From

Legislative GoToMeetings

During the 2016 Legislative Session

There was no formal meeting of the Legislative Committee during the regular legislative session this year, but instead a weekly GoToMeeting was regularly scheduled on Monday evenings at 6 PM with a break for the WAVA Spring Conference and during the ACTE National Policy Seminar and hill visits in DC.

The purpose was to keep those interested in what was currently happening and to provide an opportunity to discuss what was shared each Friday in the *WOVE Newsletter* during the session related to actions to be taken during the week.

As a committee we will hold at least one formal committee meeting before the May board meeting for members of the Washington ACTE Legislative Committee, official representatives from each of the sections can pass along the meeting information to others in their section to join us if they can not attend or if additional members would like to join us when they happen.

As to the details of what happened related to CTE legislation and activities please refer to the weekly *WOVE Newsletter* archived [here](#) for details of what transpired during the regular session.