

Advance CTE Business Meeting

MINUTES

Tuesday, May 2, 2017

Washington, D.C.

Welcome: Honeycutt welcomed the members to the business meeting and called the meeting to order.

Review and Approval of Minutes: Kotamraju reviewed minutes from the Fall 2016 Business Meeting. There were no questions.

MOTION: To accept the October 18, 2016 Business Meeting minutes as presented.

Duckworth; Arnold

MOTION ADOPTED

Advance CTE and The Center to Advance CTE Financial Reports: Kotamraju provided an overview of the Advance CTE and The Center to Advance CTE financial reports. He shared that overall the finances were in good standing with an increase in assets due to grant activity.

MOTION: To accept the Advance CTE and The Center to Advance CTE financial report as presented.

Howard; Cooley

MOTION ADOPTED

Board Update: Honeycutt gave an update on the Advance CTE and The Center to Advance CTE Board meetings held May 1, 2017.

Member Services Survey Results: Honeycutt shared that the Advance CTE staff had presented the results of the membership services survey during the Board meeting. She thanked everyone who completed the survey, adding that the Board and staff really do value your input.

She noted that the Board is so proud of the accomplishments of the organization and happy that all members share in this recognition. A few key data points to share from these slides:

- Members are very satisfied with their Advance CTE membership and find high value in their membership.
- Staff has a customer-service mindset and members recognize the high level of service and responsiveness they receive.
- Advance CTE produces a lot of resources and the team is continuing to work and refine how to share the resources to ensure their maximum benefit and uptake by various membership types and stakeholders.

Expanded Member Benefits: Honeycutt shared that the Board is so excited about how the states are taking advantage of the expanded state membership benefit. For those who are new, this year

we implemented a policy that allows a state's membership to cover up to five individuals. Honeycutt asked Andrea Zimmermann to share more details about how the data breaks down.

Zimmermann reviewed statistics on the state response to the new state membership structure.

- Forty-one states have taken advantage to date with the majority filling all four member slots in addition to the State Director slot.
- Sixty-two percent of these members are new to Advance CTE membership.
- The state membership is comprised of 47 percent from secondary and 29 percent from postsecondary.
- The majority of the members are from State CTE offices.

Zimmermann concluded by saying that these results show member states see the advantage and value of our expanded state membership structure. Honeycutt thanked Zimmermann for that overview of state responses to the expanded membership benefits.

Leadership Program: Honeycutt described that cultivating and supporting the new and future leadership is a priority for the Board. With ten new State CTE Directors since January 2017, there is an intense urgency about this work. She shared that the Advance CTE team is working to re-imagine the set of supports to new state leaders – which will range from content to leadership and strategic management supports. This revamped and more robust program will kick off this fall.

States Dues Policy: The Board revisited the state dues policy, which had been adopted and approved by the full membership back in 1994. The policy established a baseline for state dues and provided the Board the authority to annually revisit state dues increases against the 12-month CPI change. Honeycutt shared that Board carefully reviewed the policy and affirmed its continuation.

CTSO Liaisons: Last fall, the Board updated the CTSO liaison policy. While that there are formal Board liaisons with four CTSOs, we recognize and partner with all CTSOs, so we invited their leadership to join part of the Board meeting for an open dialogue on how we can all work together to tackle common challenges. Honeycutt noted that it was a fruitful discussion, focusing on how we can do a better job of communicating with parents and students about the impact of CTE.

Dashboard: The staff has undertaken a profound effort to create a performance dashboard that will allow them and the Board to have a very intentional focus and discussion on measurable results – shifting the conversation away from inputs to outcomes and the reach and impact of our work. Honeycutt added that this is a significant lift but is powerful and empowering to the team.

Career Clusters' Task Force: Honeycutt shared that a major part of The Center to Advance CTE Board focused on the establishment of a task force that will help determine what the next generation of Career Clusters looks like. The task force will grapple with issues like: what is the purpose of the Career Clusters' initiative as we enter the next phase of this work? Do we revisit the Framework of 16 Career Clusters? Do we need to update and revisit the standards? How should the Career Clusters inform or be informed by the current environment – which now includes sector strategies, career pathways, etc.

The task force will work toward a set of recommendations to be presented to the Board in January 2018. The task force will be comprised of a range of stakeholders and “users” of Career Clusters.

Nominations Report & Election of Officers: Duckworth shared that it was an honor to serve as the chair of the Nomination Committee made up of Past Presidents including himself, Rich Katt, Pat Ainsworth, and Phil Berkenbile. He stated that they were tasked with developing a slate of candidates to serve as officers for Advance CTE and The Center to Advance CTE in FY 2017-2018.

Honeycutt stated that as is the tradition, the committee will recommend that the Executive Committee move “up” one position, Pradeep Kotamraju to President and Jo Anne Honeycutt to Past President. Because Phillip Cleveland had to step down from his Secretary-Treasurer position, this year we had to nominate candidates for both Secretary-Treasurer and Vice President.

**MOTION: To approve the proposed slate of FY18 Advance CTE and Center to Advance CTE officers as presented: Kotamraju as President and Honeycutt as Past President.
Duckworth; Katt
MOTION ADOPTED**

Secretary-Treasurer Election: Duckworth shared that the committee’s slate of candidates for the Secretary/Treasurer position. A call for nominations was sent out to all State CTE Directors in in mid-January, which included the nominations criteria and nomination form. With two nominations submitted to the Nomination Committee, the committee reviewed the criteria for nomination and discussed the two candidates. It was unanimously agreed upon to move both candidates forward for the spring election. After confirming both candidates met the criteria for service and their agreement to the nomination, Duckworth shared the candidates for Secretary/Treasurer are Connie Beene of Kansas and Sarah Heath of Colorado. Duckworth opened to the floor for any additional nominations. With no additional nominations called for, Honeycutt called for motion to close the slate of candidates for Secretary-Treasurer.

**MOTION: To approve the proposed slate of FY18 Advance CTE and The Center to Advance CTE candidates for Secretary-Treasurer as presented: Connie Beene and Sarah Heath.
Kotamraju; Katt
MOTION ADOPTED**

Duckworth called for the ballots to be distributed for a written vote.

Duckworth called the candidates to the podium to make a few remarks. Candidates were given an opportunity to submit comments to be shared with the membership. Those were distributed to the State Directors in advance and are included in the business meeting packet.

Duckworth announced that **Sarah Heath was elected to Advance CTE/ Center to Advance CTE Secretary/Treasurer.**

Vice President Election: Duckworth reported that because of Dr. Cleveland stepping down as Secretary-Treasurer, this year the Nomination Committee was also tasked with providing candidates for the position of Vice President, which normally would be filled by the current year's Secretary-Treasurer. Duckworth stated the Nomination Committee nominated Bernadette Howard of Hawaii for the position of Vice President. Duckworth opened up to the floor for additional nominations. With no additional nominations called for, Honeycutt called for motion to close the slate of candidates for Secretary-Treasurer.

**MOTION: To approve the proposed slate of FY18 Advance CTE and The Center to Advance CTE candidates for Vice President as presented: Bernadette Howard.
Kotamraju; Childers
MOTION ADOPTED**

Duckworth called the nominations closed and announced Bernadette Howard of Hawaii as the elected Vice President. Duckworth called Howard to the podium to make a few remarks.

Regional Elections: Duckworth reported that following the bylaws and Board policies, the staff conducted the elections for regional representative on the Advance CTE Board of Directors. The process involved an initial announcement and solicitation for nominations in February 2017; electronic ballots were distributed on February 10 with votes due by February 17. The Board terms will begin July 1, 2017 and end on June 30, 2020. Duckworth announced the following information.

Region I - Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont
Margaret Harvey of Maine was elected

Region III - Delaware, District of Columbia, Maryland, Pennsylvania, Virginia, and West Virginia
Lee Burket of Pennsylvania was re-elected

Region VI - Arkansas, Louisiana, New Mexico, Oklahoma, and Texas
Charisse Childers of Arkansas was re-elected

Region XI - Hawaii, Republic of Palau, and Guam
Bernadette Howard was re-elected*

Associate Member Representative – Sheila Ruhland of Washington was re-elected

Note: Since Bernadette Howard won the Vice President position, Region XI will be vacant

Honeycutt provided two housekeeping items, giving details on two receptions being held by sponsors.

Honeycutt adjourned the Business Meeting.