

NASDCTEc Board of Directors
Conference Call
MINUTES
January 27, 2015
3 - 4 p.m.

Attendees: John Fischer, Scott Stump, Jo Anne Honeycutt, Rod Duckworth, June Sanford, Eric Suhr, Lee Burket, Jean Massey, Eric Spencer, Richard Katt, Mike Raponi, Eleni Papadakis, Bernadette Howard, Sheila Ruhland

Absent: Kathleen Cullen, Wayne Kutzer

Staff: Kimberly Green, Kate Blosveren, Karen Hornberger

Guest: Carolyn Skinner

Welcome: Stump welcomed the NASDCTEc Board to the call. Hornberger took the roll to ensure a quorum was present.

Review and Approval of Minutes: Duckworth presented the minutes from the November 4, 2014 NASDCTEc Board Meeting.

MOTION: To approve the November 4, 2014 NASDCTEc Board Minutes as presented. Duckworth; Fischer.
MOTION ADOPTED.

Executive Committee Update: Stump shared that the NASDCTEc/NCTEF Executive Committee met with the ACTE Executive Committee the prior week. At that meeting, staff presented the joint work plan that has been used to guide more intentional coordination between our two organizations. The work plan began in January 2014 and has resulted in many accomplishments, including the merger of the Career Clusters Institute into the ACTE VISION conference. The work plan will be updated as a result of the January 2015 meeting and will be shared with the Board at the April meeting.

Executive Director's Evaluation: Stump shared that Executive Committee completed Green's FY14 evaluation, which was supposed to have been finalized in May of 2014. This evaluation is caught the organization up in its contractual obligations. The FY15 evaluation will be conducted in May 2015. Stump shared that the Executive Committee found that Green's performance exceeded in all categories of the evaluation.

Year-Round Sponsorship Pilot: Stump introduced the proposal for a year-round sponsorship pilot. The proposal was developed in response to feedback from sponsors and because NASDCTEc is hosting only one event in 2015 that will be eligible for sponsorship. The pilot would be a proof of concept and would help supplement lost revenue due to the nature of the fall 2015 event (being a closed event with no sponsorship opportunities). Stump shared that to be eligible to participate as a year-round sponsor, the sponsoring organization must have sponsored the Spring 2015 meeting at the gold or diamond level. There are two year-round sponsorship options affording differing levels of benefits; the first tier at \$3,000 and the second tier at \$5,000.

Each tier has several additional benefits, including a new logo for their website, their logo on a dedicated sponsor page, additional blogs and if you sponsor at the tier two a 45-minute webinar co-hosted with NASDCTEc. Scott shared that the Executive Committee provided input into the proposal and is in support of its implementation. As a pilot, staff will share back the results at the end of 2015 to see if this should become a permanent sponsorship opportunity.

NCTEF Progress Update: Stump provided an overview of the NCTEF draft Vision/Mission/Theory of Action. He reported that the NCTEF Board is working to define to clear mission and purpose that is aligned to NASDCTEc but is also distinct in its own right. The theory of action seeks to clarify the areas of focus for NCTEF. In addition, the Board has discussed the importance of having the right stakeholders engaged in leadership of NCTEF, consider new branding for NCTEF (perhaps a DBA to Learning that Works Foundation) and connecting this all to a fundraising strategy. The NCTEF Board will meet in March and again in April, with the goal of having an approved clear theory of action, mission, vision, governing recommendations and branding in place to guide work in the new fiscal year.

Officer Resignation and Transition: Stump shared that he has left the Colorado State Community College System and therefore he is not eligible to remain President of NASDCTEc/NCTEF. Page 19 of the bylaws states that it is the responsibility of the Board to manage any officer transition. The Executive Committee recommends that Rod Duckworth assume the position of President as well as Vice President; Jo Anne Honeycutt remain as Secretary/Treasurer and that John Fischer stay on as Past President for one additional year.

**MOTION: To approve the appointment of Rod Duckworth as President and Vice President through June 30, 2015.
Katt; Sanford.
MOTION ADOPTED.**

Dues Increase for FY 15-16: Hornberger presented the proposed dues for FY16 that includes a proposed consumer price index (CPI) increase of 1.6%. Hornberger gave a brief history on the dues and the policy to annually propose and increase in the amount of the 12-month shift in the CPI.

**MOTION: To increase state dues by 1.6% for FY16.
Howard; Fischer.
MOTION ADOPTED.**

Approval of Stars of Education Awards: Voytek presented two nominations for the Distinguished Service Congressional award. The nominee for the Congressional Distinguished Service award must be a current or former member of the United States Congress who has demonstrated a high level of national leadership, vision and achievement in CTE through meritorious contribution, innovative or unique achievements, expansion of the impact of or investment in CTE on students, and/or demonstrated evidence of superior performance. The first nomination is for Senator Kaine (D-VA) who has introduced several bills into legislation supporting CTE. He also co-founded and co-chaired the bipartisan Senate CTE Caucus, a first for the Senate. The second nomination is for Senator Al Franken (D-MN) he has been a new comer and has been increasingly more active in CTE. Green reminded the Board that when we

started the congressional awards that it was important that the individual did something national in scope and not just local impact. The staff feels strongly that Senator Kaine meets that criterion. Staff is recommending that a new category could be recommended to the Board to give an award to those 'rising star' Congressional CTE leaders, like Senator Al Franken.

**MOTION: To approve nomination for Senator Kaine for the 2015 Congressional Distinguished Service Award.
Duckworth; Sanford.
MOTION ADOPTED.**

ESEA Recommendations: Voytek reviewed the ESEA recommendations highlighting the recommended changes.

- Reframed introduction to reflect current political climate and progress that has been made to date on career readiness.
- A clearer recommendation to strengthen ESEA's focus on secondary education to connect and align to other major pieces of education and workforce legislation.
- Incorporated an overarching theme throughout the recommendations to strengthen ESEA's emphasis on career readiness.
- Strengthened recommendations to integrate academic and technical coursework.
- A new recommendation to promote accelerated learning models & competency based education – now aligned and better connected to the organization's HEA priorities.
- Re-tooled individual learning plans to emphasize the scope and nature of the proposal. Now are "college and career ready plans."
- High-quality standards recommendations remain but references to the Common Core and CCTC have been removed for political expediency.

Green shared that in order to give the Board sufficient time to review and give feedback on the recommendations, a vote will not be taken now. Instead, staff will send out a notice sharing a deadline for submitting edits/input. Staff will make revisions to the recommendations based on that input and then send around a final document for an electronic vote by the Board.

Review of 990's: Skinner reported that the once the audit is complete the 990's can be completed because all the numbers in the tax reports are drawn directly from the financial statements. The only thing that does not get put on the 990's is the in-kind contributions. Everything else comes directly from the audited financial statements. Skinner specifically brought attention to page six where it describes the policies in place to protect the organization and questions related to governance. She explained that it is a good thing to see so many 'yes' answers. The Finance /Audit Committee unanimously approved the advancement of the 990s to the NASDCTEc Board for approval.

**MOTION: To approve the FY14 NASDCTEc 990s as presented.
Suhr; Howard.
MOTION ADOPTED.**

FY 13-14 Audit Report: Skinner reviewed the audit report with the Board stating that the finance statements are created by her and entered directly in the audit report. She shared that auditors stated that there were no issues with the financial statements and the records are in very good shape. She also mentioned that the statements were combined statements of both the Association and the Foundation, as is allowed due to shared governance. The Finance /Audit Committee unanimously approved the advancement of the audit to the NASDCTEc Board for approval.

Green shared that based on the recommendation from the lawyer and auditor, it has been recommended that the \$110,000 funds from Microsoft, currently sitting in a restricted asset account, be shifted to general NCTEF income next fiscal year.

Green also wanted to note a couple of things:

- The auditor suggested that the organizations have too much exposure to stock market fluctuations given the volume of investments in equity. This information was also shared with the Finance/Audit Committee when the auditor walked through the FY14 audit earlier in January. The Finance /Audit Committee will meet in April to review the investment policy statement implementation and consider a shift to a more conservative investment approach.
- The organizations do not have a policy in place to guide staff as to when an RFP should be conducted to hire a new auditing firm versus shifting lead auditing partners within the existing firm. Standard practice that is a shift of some sort is made after five years. At the request of the Finance/Audit Committee, staff is researching the topic and will present a proposed policy at the April committee meeting. This policy would require Board approval in June. For FY15, the Finance /Audit Committee directed staff to stay with the same firm but to benchmark auditing costs given the reduced activity in NCTEF.

Green asked if the Board wanted to vote on the audit now or wished to have more time to review the documents. Sanford moved to approve the audit.

**MOTION: To approve the FY14 NASDCTEc Audit Report as presented.
Sanford; Duckworth.
MOTION ADOPTED.**

Additional Information: Green stated due to Stump's resignation, there is a vacancy for the NASDCTEc SkillsUSA Liaison. Interested parties should contact her. Hornberger reminded the Board to RSVP for the lunch prior to the Spring Board meeting, as well as to be sure to turn in the Board Responsibilities and Commitment form.

Meeting Adjourned: 4:00 p.m.



COLORADO COMMUNITY
COLLEGE SYSTEM

January 1, 2015

Dear National Association of State Directors of Career & Technical Education consortium Executive Committee, Board, NCTEF Board and Staff,

It is with a mixed set of emotions that I write this letter informing you of my intention to leave the Colorado Community College System after thirteen and a half years of service, resigning my position on December 31, 2014. I understand that this decision will also eliminate my standing as the Colorado State Director of Career & Technical Education resulting in a need to also respectfully resign my current office of President.

I have accepted position with Vivayic, a learning services business based in Lincoln, Nebraska that operates virtually across the United States and internationally. As such, I am excited to say that I will be able to work remotely from a home office. Reclaiming the over 4 hours of daily commute will allow me to reinvest that valuable time in my family, my community and in pursuit of a Master's degree.

I want to thank the Officers, Board Members, Staff and other State Directors for your guidance and assistance over the past seven years. I feel blessed to have worked with so many great people for such an important purpose and I look forward to seeing Career & Technical Education continue to evolve with the vision you set!

Sincerely,

Scott Stump
Assistant Provost for Career & Technical Education
Colorado Community College System