

**NASDCTEc Business Meeting**  
**MINUTES**  
**Wednesday, April 2, 2014**  
**Washington, D.C.**

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

**Review and Approval of Minutes:** Duckworth reviewed minutes from the Fall 2013 Business Meeting. There were no questions.

**MOTION: Accept the Fall 2013 Business Meeting minutes as presented. Cech; Katt. MOTION ADOPTED.**

**Nominations Report & Election of Officers:** Barry reported on elections of officers and asked for a motion to nominate Scott Stump as President, Rod Duckworth as Vice President and John Fischer as Past President.

**MOTION: Approve the proposed slate of FY15 NASDCTEc/NCTEF officers as presented Stump as President, Duckworth as Vice President and Fischer as Past President. Barry; Howard. MOTION ADOPTED.**

Barry and the Nominations Committee presented two candidates for the position of NASDCTEc/NCTEF Secretary/Treasurer: Philip Cleveland, State Director of Alabama and Jo Anne Honeycutt, State Director of North Carolina.

Barry called for nominations from the floor. No floor nominations were presented. Cleveland and Honeycutt were called to the podium to make a few remarks regarding their leadership roles and goals they would hope to accomplish if elected as an officer.

**Board Update:** Fischer shared with the membership that the Board voted to update the bylaws to reflect modern communication methods and clarify officer roles. The Board also reviewed and approved updated personnel policies, per our fiduciary responsibilities. Fischer also announced that Tim Hodges, Gallup and Eric Spencer, NM has been appointed to serve on the Finance Audit Committee. Fischer thanked Lee Burket, who served on the committee; her term will expire on June 30<sup>th</sup>.

**Regional Election Results** - These positions will begin July 1, 2014 and last for three years.

- Region I – June Sanford of Connecticut re-elected
- Region III – Lee Burkett of Pennsylvania re-elected
- Region VI – Eric Spencer of New Mexico re-elected
- Region XI – Bernadette Howard of Hawaii re-elected
- Associate Member – Sheila Ruhland, President of Moraine Valley Technical College in Wisconsin was elected.

Fischer thanked Fran Beauman for her service on the Board as Associate Member representative.

**NCTEF Board:** Tim Hodges of Gallup was re-elected to serve on the NCTEF Board as a public Board member.

**CCTC Adoption Language:** Fischer reported that the Board considered how we describe, track and support states as they utilize the Common Career Technical Core. The Board previously approved a policy to describe what “adoption” of CCTC means. Staff will be working to develop a matrix of how states are using and leveraging CCTC to accelerate and promote collaboration and implementation of programs of study.

**Partnership with ACTE/Future of The National Career Clusters Institute:** Fischer shared that in January we held the first-ever joint meeting between our Executive Committee and the ACTE Executive Committee. We discussed how our organizations can better align our work to support the CTE community in advancing high-quality CTE. The staff are working on a cross-organizational work plan that ranges from:

- Building on our existing collaboration in the policy arena
- Identifying ways to coordinate the CTE: Learning that Works for America campaign and CTE month, as well as other efforts to improve awareness and support for CTE
- Coordinating our research and case-making assets
- Piloting ways to coordinate state ACTE meetings and efforts with those state CTE agencies.

Fischer shared that they had good conversations and that the outcome of this collaboration is a bold step that the Board voted to move forward with in the coming months. Fischer announced to the membership that 2014 will be the last stand-alone National Career Cluster Institute. Instead, we will have a focused infusion of Career Clusters within the ACTE Vision event beginning in 2015.

Fischer wanted to be clear, that we are not in any way backing away from our support for or leadership of Career Clusters. Instead we believe this step will allow us to extend our reach of the Career Clusters and support for this work with CTE local leaders and educators. We will also be continuing our Achieving Excellence awards program that recognizes high-quality CTE programs of study in the Career Clusters. Fischer noted that the Board believes this decision allows our staff to redirect some of its time to priorities the Board established for support for state-focused efforts, like an effort we will host in the fall of 2015.

**2015 Vision Summit:** Fischer shared with the membership that in 2010, NASDCTEc convened a seminal event that resulted in all 50 states and many partners committing to the principles and action steps defined in the Reflect, Transform, Lead: A new Vision for Career Technical Education. The vision has been impactful, resulting in tangible advance for CTE. In 2015, this vision will mark its 5<sup>th</sup> anniversary and it is an appropriate time to revise and recommitted to the vision.

**Legislative Language:** Fischer noted that the staff had shared with the Board the legislative language developed by ACTE and NASDCTEc to advance and advocate for our shared legislative priorities. The initial language focused on the purpose of the act, the state and local plan and the state and local uses of funds. The goal is to develop language, anchored in our priorities, to assist Hill staff in accelerating the reauthorization of Perkins. This work also proves to our partner/stakeholders, particularly those in the employer community, that we are not just about protecting the status quo but that we really stand behind our legislative priorities. He shared that the staff plans to draft additional language related to definitions and accountability.

The Board believes that this will help expedite the development of the legislation and ensure our priorities are reflected in and incorporated in the new law.

**Career Cluster “Center of Excellence” State Pilot:** Blossveren share that NASDCTEc/NCTEF has been considering future Career Clusters<sup>®</sup> governance and leadership for the past year, as the existing model has waned in its ability to meet the needs of business/industry, state education agencies and policymakers. The concept of re-establishing a modified version of lead states and national advisory committees for each of the 16 Career Clusters, beginning with a pilot in a small number of Career Cluster areas. The pilot will be held during the Fall Meeting in October.

**Election Results:** Barry announced that Jo Anne Honeycutt, State Director of North Carolina, was elected as the new Secretary/Treasurer. Her term will begin July 1, 2014.

**NASDCTEc and NCTEF Financial Reports:** Duckworth provided an overview of the NASDCTEc and NCTEF financial reports.

**NASDCTEc Income:** While 67% of the fiscal year has passed, NASDCTEc has received 97% of its budgeted income. The majority of dues income has been received, as well as the meeting registrations and sponsorships. The balance of income due for the rest of the fiscal year will be derived from interest and small contracts, as well as one large state’s dues that comes in at the very end of the fiscal year. This is a very strong cash position.

**NASDCTEc Expenses:** Expenses are at 61% of the budgeted total, with is appropriate for this point in the fiscal year. All expenses are on target with where they should be at this time of year. The budget spreadsheet provides detailed information for each line item.

**NASDCTEc Assets:** At the start of the fiscal year, the Association’s fiscal position was strong with total assets at \$2,642,000.88 and equity at \$2,336,933.69.

**NCTEF Income:** NCTEF has received 42% of its budgeted income, with a large portion of this coming in from budgeted reserve withdrawals to cover approved expenses. The Institute-related revenue has not started to come in but should begin as registration opened in March 2014. Product sales are lagging a bit, which is expected given the phase out and not introducing any new products. Workshop revenue and book sales are starting to come in.

**NCTEF Expenses:** Expenses are on target. To date, we have expended 42% of budgeted expenses. Overall, expenses are all in line with budgeted projections. The budget spreadsheet provides more detailed explanations for each item.

**Assets:** At the start of the fiscal year, the NCTEF’s assets total \$358,166.85 and equity at \$368,328.01

**MOTION:** To accept NASDCTEc and NCTEF financial report as presented.  
**Kotamraju; Spencer**  
**MOTION ADOPTED.**

**Website Demonstration:** Fischer introduced Evan Williamson, NASDCTEc/NCTEF’s new Communications Associate. Williamson and Blossveren previewed the new website’s functionality and content. The site is expected to launch in late May or early June.

**Adjourn Meeting at 5 p.m. Duckworth; Howard**