

# WA-ACTE EXECUTIVE BOARD MEETING AGENDA

Saturday, January 27, 2018 • 10:00 AM – 4:00 PM

Rainier Room • Red Lion Hotel Seattle Airport

(Anticipated Action: I = Info; D = Discussion; A = Action)

**Go-To-Meeting Option** (Access Code: 593-369-685)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/593369685>

You can also dial in using your phone.

United States: +1 (571) 317-3122

- 10:00 AM**
- A. **Call-to-Order & Roll Call**
  - B. **Agenda Changes** ..... (I/A)
  - C. **Calendar Update** ..... (I/A)
  - D. **Consent Agenda** ..... (I/A)
    - 1. Approval of [October 21, 2017, Executive Board Meeting Minutes](#)
    - 2. Financial Statements (December)
    - 3. Executive Committee Reports
    - 4. Section Reports (Written)
    - 5. Correspondence
  - E. **Board Learning** ..... (I)
    - 1. Parli Pro Info
    - 2. Discussion Topic(s):
      - a. [Resolutions](#)
      - b. President Elect
      - c. [Bylaws](#) Changes
      - d. [Strategic Plan](#) Ideas
- 11:00 AM** F. **Reports of Agencies / Organizations (15 minutes each)** ..... (I)
- Time change**
- 1. OSPI Update – Becky Wallace
  - 2. WTECB Update – Eric Wolf
  - 3. Reg V Update – Shani Watkins
  - 4. CTSO Update – Lori Hairston
  - 5. AFT Washington – Karen Strickland
  - 6. Foundation Update – Tim Knue
- 12:30 PM** **LUNCHEON – Olympic Room**
- 1:15 PM**
- G. **Committees Updates** ..... (I/A)
    - 1. Legislative
      - a. CTE Minutes Calculation
      - b. Civic Engagement Day
      - c. CTE Coalition Update
    - 2. Professional Development
      - a. Recap: Fall Summit – November 2-3, 2017 – Great Wolf Lodge
      - b. Recap: ACTE Convention – December 5-9, 2017 – Nashville
      - c. [National Policy Seminar](#) – March 5-7, 2018 – Washington DC
      - d. [Region V](#) – Call for Presentations – April 11-14, 2018 – Colorado Springs
      - e. WA-ACTE Spring Conference | CTE...STEM & Arts – April 25-26 – Yakima
      - f. [Summer Conference](#) Planning Update
        - 1. Call for Presentations
        - 2. Keynote Speakers
        - 3. Sunday Sessions Marketing – Boot Camp Sessions
    - 3. Membership & Awards
      - a. Community Service Project (during SC in Spokane)
      - b. [2018 Awards](#)
  - H. **Action Item(s) (TBD)** ..... (A)
- 4:00 PM**
- I. **For the Good of the Order / Adjournment**



**EXECUTIVE BOARD**  
**Meeting Minutes**  
**Saturday, October 21, 2017**

Call to Order and Roll Call: The Washington ACTE Executive Board Meeting was called to order at 10:25 a.m. on Saturday, October 21, 2017, by President Kevin Plambeck. Tess Alviso, WA-ACTE Executive Assistant, conducted a roll call and determined a quorum was present at 10:35 a.m. with two voting members connected by GoToMeeting.

**Executive Board Present:**

***Executive Committee***

President .....Kevin Plambeck  
Past President.....Gene Wachtel  
President Elect ..... Shani Watkins

***Executive Board Representatives***

Administration .....Kari Duffy  
Career Counseling & Employment Readiness ..... Nora Zollweg  
Family and Consumer Sciences.....(GTM) Jackie Brewster  
Marketing Education..... Brenda Grabski  
Industrial Technology Education ..... (GTM) Matt Merfeld  
Awards Chair (Ex Officio) ..... Vern Chandler

**Executive Board Absent:**

Agricultural Education .....Nathan Moore  
Business Education..... Mark Sabo  
Skilled and Technical Sciences.....Chris Names  
Health Sciences ..... Bonnie Smith

**Staff Present:**

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

**Guests Present:**

CTSOs ..... Lori Hairston  
OSPI.....(GTM) Becky Wallace  
WAME ..... Kari Toms

### **Agenda Changes**

- D. Consent Agenda – talk about items before approval
- Added G. 2. c) Spring Conference
- Added H. 3. Parliamentary Procedure
- Added Website Redesign

### **Calendar Update**

- Send updates to [taa@wa-acte.org](mailto:taa@wa-acte.org)
- Next meeting: January 27, 2018
- Tim asked for section conference dates through 2020 for future planning

**Consent Agenda** - each item was discussed for better understanding and clarification for future meetings:

- [Approval of August 5, 2017, Executive Board Meeting Minutes](#)
- Financial Statements (August)
- Executive Committee Reports
- Section Reports (Written)
- Correspondence

Kari moved that the consent agenda be approved as presented. The motion was seconded by Shani and carried.

### **OSPI Update – Becky Wallace**

- Program re-approval
- Still hearing confusion on frameworks
- New courses based on new re-approval schedule
- Different rules for skill centers
- FCS new standards changed
- November 1 prior to fall conference working on frameworks
- 1,000-hour problem discussed
- Need specific language
- Need to find correct “ask”

### **CTSOs – Lori Hairston**

- Executing programs of leadership
- Directors meeting November 20 at OSPI
- February 15 CTSO Legislative Day
- Critical need – funding from OSPI
- Cash flow issues
- State officer programs cut
- May training
- Need to find funding for programs

## **WOVE**

- \$300 per subscription
- WACTA subscribes for \$3,000
- WAAE subscribes for \$1,600-\$1,700 (varies) depending on their conference registrations
- Anyone can contribute to the WOVE PAC
- School districts can use funds – legal within state rules and WAC
- Shani moved that the Washington ACTE Executive Board approve Tim Knue to work with the WOVE PAC and lobby on the Association's behalf. The motion was seconded by Kari and carried.

## **Website Redesign**

- Kevin is in talks with a company that can update our website for \$3,500
- WA-ACTE will maintain control
- Shani moved that Kevin Plambeck move forward with updating the website. The motion was seconded by Brenda and carried.

## **Legislative Committee**

- Reviewed draft of the 2018 Legislative Focus
  - CTE Resources (funding)
  - Value of CTE in Washington State
  - Support CTE Student Leadership
- Kevin shared survey results
- Discussion – 1,000 hour AAFTE calculations
- Issue not going away – may need to be re-addressed
- Shani moved that the Legislative Committee report and 2018 Legislative Focus be approved as presented. The motion was seconded by Brenda and carried.

## **Professional Development Committee**

- Gene reported that he has read the evaluation summaries from the last two years
- Need focused professional development – make and take instead of sit and get
- Call for presentations will go out after January 1
- November 14 and December 12 GoToMeetings
- Fall Summit contract with OSPI and NC3T – not STEM-related
- Spring STEM Conference – April 25-26 at the Yakima Convention Center
- Ed Camp with Jimmy Casas
- Looking at doing a spring conference every other year during short legislative sessions

## **FAME Committee**

- Membership report in book ended September 30 with 1,644 members
- Surveyed the awards committee in changing award nominations to come from section winners only – 83.3% voted in favor of this change
- This change will make a streamlined process from section to state to region and finally national awards
- Silent auction – maybe use Whova app to advertise items

## **Board Learning**

- Parliamentary Procedure – in books for review and ongoing learning
- Do you feel you have a fuller understanding of the WA-ACTE association?
- Do you know your responsibilities as an Executive Board Representative?
- What questions still remain for you?
- 2018 Inservice Discussion
  - September 28-29?
  - Move inservice to spring?

## **Strategic Plan**

- Kevin reviewed the 2017-2018 Strategic Plan
- Shani moved that the WA-ACTE Executive Board adopt the 2017-2018 Strategic Plan with the understanding that it can be updated at Board meetings. The motion was seconded by Kari and carried.

## **Adjournment**

- The meeting adjourned at 3:49 p.m.

## **Next Meeting:**

- January 27, 2018, 10:00 a.m. - 4:00 p.m., [Red Lion Hotel Seattle Airport](#)

## **Upcoming Meetings:**

- March 20, 2018, 3:00 p.m. - 4:00 p.m., GoToMeeting
- May 19, 2018, 10:00 a.m. - 4:00 p.m., [Red Lion Hotel Seattle Airport](#)
- August 4, 2018, 10:00 a.m. - 4:00 p.m., [The Davenport Grand Hotel, Spokane](#)

**Washington Association for Career & Technical Education**  
**Summary Balance Sheet**  
As of December 31, 2017

01/20/18

Accrual Basis

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	<u>Dec 31, 17</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	264,081.22
Other Current Assets	<u>4,775.00</u>
Total Current Assets	268,856.22
Fixed Assets	<u>401,496.00</u>
<b>TOTAL ASSETS</b>	<b><u>670,352.22</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	<u>(3,196.00)</u>
Total Current Liabilities	(3,196.00)
Long Term Liabilities	<u>164,868.67</u>
Total Liabilities	161,672.67
Equity	<u>508,679.55</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>670,352.22</u></b>

## Washington Association for Career &amp; Technical Education

## Profit &amp; Loss Budget vs. Actual

01/20/18

July through December 2017

Accrual Basis

	<u>Jul - Dec 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Fall Conference	67,825.00	94,000.00	(26,175.00)	72.2%
Foundation Scholarships	0.00	3,000.00	(3,000.00)	0.0%
Grants	0.00	15,000.00	(15,000.00)	0.0%
Other Revenue Sources	5,859.12	0.00	5,859.12	100.0%
Summer Conference	182,640.00	320,000.00	(137,360.00)	57.1%
WA-ACTE Dues	73,530.00	120,000.00	(46,470.00)	61.3%
WOVE-Government Relations	0.00	6,000.00	(6,000.00)	0.0%
<b>Total Income</b>	<b>329,854.12</b>	<b>558,000.00</b>	<b>(228,145.88)</b>	<b>59.1%</b>
<b>Expense</b>				
Association Activities	153,265.36	163,500.00	(10,234.64)	93.7%
Cash Reserves	8,668.10	42,000.00	(33,331.90)	20.6%
Contracted Services	2,250.00	6,000.00	(3,750.00)	37.5%
Depreciation Expense	0.00	0.00	0.00	0.0%
Educational Scholarships/Awards	0.00	3,600.00	(3,600.00)	0.0%
Leadership	9,654.03	28,000.00	(18,345.97)	34.5%
Office Expense	33,095.38	55,500.00	(22,404.62)	59.6%
Office Staff	128,531.62	250,925.00	(122,393.38)	51.2%
Payroll Expenses	0.00			
<b>Total Expense</b>	<b>335,464.49</b>	<b>549,525.00</b>	<b>(214,060.51)</b>	<b>61.0%</b>
<b>Net Ordinary Income</b>	<b>(5,610.37)</b>	<b>8,475.00</b>	<b>(14,085.37)</b>	<b>(66.2)%</b>
<b>Other Income/Expense</b>				
Other Expense				
Help	0.00	0.00	0.00	0.0%
<b>Total Other Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Net Income</b>	<b>(5,610.37)</b>	<b>8,475.00</b>	<b>(14,085.37)</b>	<b>(66.2)%</b>

**REPORT TO THE WA-ACTE EXECUTIVE BOARD**  
**President**

**Submitted By:** Kevin Plambeck  
January 29, 2018

**For Board Meeting:**

**1. General Thoughts:**

Where are we in this year's legislative processes?

- WA-ACTE has completed its 2018 Legislative Focus. As well, there is a two page CTE/Skill Center Funding briefing that was developed to outline more details about WA-ACTE's legislative agenda. We must continue our good work in the legislature and continue to monitor how funding is implemented in our school districts.

We need to take a close look at WA-ACTE's membership structure as well as the funding resources for WOVE.

**2. Strategic Plan Activities:**

Advancement of Policy and Legislation

- Expand resources/funding for Leg/lobby work by Washington ACTE.

Networking and Communication

- Update of WA-ACTE website currently in process

Quality Association Improvement

- Review section membership in WA-ACTE
- Review and discussion of WA-ACTE membership fee structure in conjunction with sections
- Consideration of a modified "affiliated" membership fee structure
  - I believe we should move toward all section members being a WA-ACTE member. It is a combined effort!

**3. Matters of Interest:**

CTE Legislation and support for WOVE

Review of membership structure

WA-ACTE web presence currently undergoing updating

Professional Development Opportunities

Strategic Initiatives in CTE (national, state, local)

Actively Recruiting Candidates for Office

**4. Executive Committee Activities:**

- Legislative GoTo Committee meetings (weekly)
- WA-ACTE Officer GoTo meetings (bi-weekly)
- WACTA Fall Conference, Pasco WA (October)
- WA-ACTE Fall Conference, Great Wolf Lodge (November)
- ACTE Visions Conference, Nashville TN (December)
- Attendance at Northern Area Group and SnoCo CTE Directors meetings



## REPORT TO THE WA-ACTE EXECUTIVE BOARD

# WA-ACTE PRESIDENT ELECT

**Submitted By:** Shani Watkins

**Date Submitted:** January 22, 2018

### 1. General Thoughts:

Since the last meeting, I was able to attend the National Visions Conference in Nashville. The conference had several excellent presentations available throughout the conference. While I had to participate in the Region V Policy Committee sessions, I was concurrently enrolled in the state leadership session as well. I appreciated learning about the project management materials that are available to everyone and the capability the program has to support student learning and growth.

The website for the project management materials is: [pmief.org](http://pmief.org) (Project Management Institute: Educational Foundation).

CTE is poised, to engage with the legislators in a positive way, through encouragement, support, and thanks.

### 2. Strategic Plan Activities:

Attending meetings on the hill with legislators to reinforce thank you to the legislature for their support and encouraging conversation to continue to improve and grow career and technical education programs for all students.

Bringing students for Civic Day – when we have more information, my office administrator is working on getting appointments scheduled with our legislative representatives now.

### 3. Matters of Interest:

### 4. Executive Committee Activities:

Held F.A.M.E. committee Go-to meeting call in November

Attended National Visions Conference in December

Participated in the Region V Policy Committee

# Executive Director's Report

Submitted By: Tim Knue

Date Submitted: January 2018

## 1. Activities Since the Last Report:

### a. October

- i. Sumner SD Community Forum on Pathways with NC3T
- ii. Lunch with Justin M. from PESB
- iii. Regular Officer Team GoToMeeting
- iv. ACTE State Leaders Webinar
- v. Met with Jesse Taylor, Leg Aide - Tacoma
- vi. Met with Becky Wallace – OSPI
- vii. WA-ACTE Leg Committee GoToMeeting
- viii. Met with Becky Wallace – OSPI
- ix. ACTE States Conference Call
- x. WA-ACTE Fall Conference – Great Wolf

### b. November

- i. AMCAT Advisory Meeting – Sno-Isle TECH
- ii. Regular Officer Team GoToMeeting
- iii. Washington Workforce Conference Presentation – SeaTac Doubletree
- iv. Met with member of AgForestry Public Policy Project – Burlington
- v. WA-ACTE Leg Committee GoToMeeting
- vi. WA-ACTE FAME Committee GoToMeeting
- vii. League of Education Voters and TVW Legislative Reception – Olympia
- viii. Met with Becky Wallace – OSPI
- ix. Workforce Board meeting on Career Connected Learning – Lacy
- x. HDCC & WSDC Joint Committee Days Reception – Olympia
- xi. WACTA Board – GoToMeeting
- xii. WA-ACTE Leg Committee GoToMeeting
- xiii. Republican Committee Days Reception – Olympia
- xiv. FFA AgForestry Public Policy – GoToMeeting
- xv. Certification Policy and Practice Committee Initial Conference Call/Zoom
- xvi. Congresswoman Delbene CTE School Tour – Lake Stevens
- xvii. WA-ACTE Leg Committee GoToMeeting
- xviii. Planning call for Washington Business Alliance (WaBA) Panel Presentation
- xix. Washington STEM Summit – Redmond
- xx. Met with three CTC College Presidents – Bellingham
- xxi. WA-ACTE Leg Committee GoToMeeting

### c. December

- i. WaBA “Connecting Educators to Industry” Event – Chehalis
- ii. PESB/OSPI Certification Meeting1: CTE Certs and Routes to Certify – OSPI/Zoom
- iii. ACTE VISION Conference – Nashville, TN – 106 registered attendees from Washington
- iv. Regular Officer Team GoToMeeting
- v. STAND WA Legislative Preview call
- vi. Re-Wire Policy Conference – SeaTac Hilton
- vii. West Valley SD, Yakima Apprenticeship Tour/Clinic – Yakima

### d. January

- i. Washington State Auditor's Office – CTE Report Results – Webinar

- ii. WA-ACTE Leg Committee GoToMeeting – now held weekly (Thursday @4pm) during session
- iii. MJ Bolt/State Board of Education pre-meeting web call
- iv. JLARC – SAO Audit CTE hearing & testimony – Olympia
- v. WA-ACTE Leg Committee GoToMeeting – now held weekly (Thursday @4pm) during session
- vi. Met with Blood Works staff – by phone
- vii. AMCAT Advisory Meeting – Sno-Isle TECH
- viii. Met with Becky Wallace – OSPI
- ix. Regular Officer Team GoToMeeting
- x. PESB/OSPI Certification Meeting2: CTE Certs and Routes to Certify – OSPI
- xi. State Board of Education Meeting – Tumwater
- xii. AWB Education Committee Meeting – Olympia
- xiii. AWB Leg Day (AM) Conference – Hotel RL, Olympia
- xiv. Regular Officer Team GoToMeeting
- xv. AWB Leg Reception - Hotel RL, Olympia
- xvi. Met with Becky Wallace – OSPI
- xvii. Met with Great Wolf Lodge Staff, Fall Conference Improvements – Olympia
- xviii. Met with Superintendent Chris Reykdal – OSPI
- xix. Met with OSPI Government Relations – Pritchard Library
- xx. WACTA Board Meeting – GoToMeeting
- xxi. WA-ACTE Leg Committee GoToMeeting – now held weekly (Thursday @4pm) during session
- xxii. WACTA SnoCo Sub-Area Group meeting – Marysville
- xxiii. Met with Becky Wallace – OSPI
- xxiv. Met with Mary Nagel – Olympia
- xxv. Met with Senator Schoesler – Leg Bldg., CTE session issues
- xxvi. Met with Rep. Berquist – JLOB, HB 2311
- xxvii. WA-ACTE Leg Committee GoToMeeting – now held weekly (Thursday @4pm) during session
- xxviii. WA-ACTE Board Meeting - SeaTac

**REPORT TO THE WA-ACTE EXECUTIVE BOARD**

**WACTA**

**Submitted By:** Kari Duffy

**Date Submitted:** 1/22/18

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

WACTA welcomes Derek Jacques as the new Legislative Liaison.

Section By-Laws are approved and in place.

Program of Work Updates:

Professional Development and Mentoring for new or pre-service CTE Directors: Survey is being sent out to all CTE Directors requesting input regarding the development of PD/mentoring for people interested in the CTE Director position who can't get into the internship. We are also working with the internship committee to develop a plan for what should be included from a competency perspective.

Communication and Marketing is a new committee and focus within the Program of Work. Jill Diehl is chairing the group and will meeting to strategize priorities.

Teacher Preparation group has been melded into the OSPI work group on certification.

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

Issue around hours and the allocation shortfall

Interest in working with OSPI and WA-ACTE regarding a state-wide CTE Advisory Council that would function much like the ones required in the districts

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

None

**4. Other Comments/Suggestions:**

None at this time -

**5. Upcoming Meetings or Conferences:**

National Policy Seminar – March 5 - 7  
Spring Conference – March 11-13  
Board Retreat – May 6 – 7  
Next meeting – Go-to-Meeting on 2/15/18

**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: January 19, 2018

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

- The proposal for restructuring the WSBEA Board was presented at BAM and voted on at the annual business meeting and accepted by the membership. We now have three regions instead of seven.

POSSIBLE WSBEA AREA REP. CONFIGURATION



- The fall MBA Conclave event was a success. There were more attendees to this conference than in the last ten years. Part of this reason is that WSBEA cancelled our fall conference and encouraged members to attend the MBA conference.
- We found a site to host the WSBEA fall conference for 2018. It will be held at the Richland Red Lion on October 11<sup>th</sup> and 12<sup>th</sup>.
- WA-FBLA has approved our request to create a WSBEA board member position for their board. We're still working out the details on the appointment process.
- Eastern Washington University Bus Ed and CTE programs continue to grow. Taryn Fletcher reported that the Plan 1 had 28 students and Plan 2 had 40 Business and Marketing students.

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

- Finding members to serve on the WSBEA board has been a challenge. We're hoping with our change from seven to three regions that we will have more candidates.
- WSBEA is helping plan the WBEA 2021 conference that will be held in Washington.

**3. Emerging Critical Issues/Concerns for the Field of Career and Technical Education**

- Legislative session.

**4. Other Comments/Suggestions:**

- N/A

**5. Upcoming Meetings or Conferences:**

- **WSBEA Board Meeting – February TBD (Go-To)**
- **WSBEA Board Meeting – May TBD (Go-To)**
- **WSBEA Annual Meeting – August 5, 2018 in Spokane, WA**
- **NBEA Annual Conference – March 27-31, 2018 in Baltimore, MD**
- **WBEA Conference – February 2018, Boise, ID**

**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

**Submitted By:** Nora Zollweg

**Date Submitted:** 01/22/2018

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

Held online officers meeting to discuss future events, budget and strategies to increase membership. Planning under way for a February newsletter including scholarships and awards information.

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

Membership is still a critical issue. A primary concern is the ability to meet the specific professional development needs of career counselors. We are strategizing ways to gather that information (google survey) and brainstorming presenters for spring and summer conference.

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

Coming changes in WBL and apprenticeships which are critical for our members. We will keep track of these issues and include new information in summer conference sessions and our newsletter.

**4. Other Comments/Suggestions:**

WA-CCER plans to call members who have not renewed during the last year and ask them to return. The officer team will divide up the names in order to not overload any one person. It was mentioned at a previous meeting (sorry I can't remember where I heard it) that many people say they don't renew because no one asks them to. It's worth a try.

**5. Upcoming Meetings or Conferences:**

**Spring WACTA/WA-CCER Conference in Vancouver, Washington on March 12<sup>th</sup> and 13<sup>th</sup>.**

**Items Requested to Be Placed on Board Agenda for Discussion**



## REPORT TO THE WA-ACTE EXECUTIVE BOARD

# WAME

**Submitted By:** Brenda Grabski

**Date Submitted:** 1/22/18

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

Revamping of WAME website - new launch on Feb 1. - Quality Association Improvement

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

1. Legislative issue already noted and specifically with CTSO funding.

2. Food and Nutrition Policy has changed federally - we are looking for an update/guidance from OSPI that is current. Currently there is a lot of misinformation throughout school districts regarding requirements.

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

**Federal funding**

**4. Other Comments/Suggestions:**

**5. Upcoming Meetings or Conferences:**

**WAME one day May 17th - details to be released first week of February**

**Items Requested to Be Placed on Board Agenda for Discussion**

*Am wondering if WA-ACTE can formally request a nutritional foods requirement update to all schools with student run enterprises? Where does Washington state currently stand now that the healthy, hungry free kids act has been relaxed by USDA secretary Sonny Perdue?*

## REPORT TO THE WA-ACTE EXECUTIVE BOARD

### WITEA

**Submitted By:** Matt Merfeld

**Date Submitted:** 1/22/18

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

Wayne Ward has agreed to fill the position of Secretary, which gives a full complement of officers on the board. TSA has successfully converted to using a new data base for registration, event management, and scoring.

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

We are examining the FFA model of regional/district quarterly meetings to provide in-service training to our membership. This will also build collegial efforts, and foster growth in our program areas.

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

Standards based grading needs to be established.

**4. Other Comments/Suggestions:**

We would like to encourage WA-ACTE to provide more professional development opportunities for STEM. Also more leadership opportunities for CTSO's, such as local and regional competitions.

**5. Upcoming Meetings or Conferences:**

Next meeting schedule for Thursday February 1<sup>st</sup> at 4 pm. Go-To-Meeting has been provided to members. Regular board meetings will be the first Thursday of each month.

**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.)*



## STATE OF THE SECTION REPORT

Please complete this form by October 4, 2017,  
and submit electronically to Tess Alviso at: [taa@wa-acte.org](mailto:taa@wa-acte.org)

Submissions will be presented at the October 14, 2017, Executive Board Meeting.

Please share with others the successes you have had in your section!

Section: HSCTE – Health Science Career Technical Educators
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Date: 1/19/2018
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### Leadership for 2017-2018

WA-ACTE Board Representative: Bonnie L. Smith
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President: Tracee Godfrey
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Past President: Terri Karkau
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President Elect: NA
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Secretary: Alice 'Rain' Wurdemann
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Treasurer: Bookkeeper paid via stipend
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*Please provide a brief narrative describing current activities and strategies in the following categories:*

### Member Recruitment and Retention

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### Advocacy

Meeting date (Spring 2018) with current Board of Directors, OSPI, Past HSCTE-Presidents to reform HSCTE into an active organization to support Professional aspect of CTE Educators and also support Student Leadership Organizations – HOSA, WCTSMA.
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## Issues

(Including legislative, leadership, partnerships, business and industry, and postsecondary)

Hot topic: Health Science/Health Care Apprenticeship -- working with OPSI, L&I, and DOH  
Work-based Learning /Job shadow requirements in Health Sciences

## Marketing

**HOSA** - Spring State Leadership Conference March 15<sup>th</sup>-17<sup>th</sup> Spokane, WA

\*Host: Eastern Washington Area Health Education Center (AHEC)

**WCTSMA** – Spring State Student Leadership Conference April 19<sup>th</sup>-21<sup>st</sup> Tri-Cities, WA

**SkillsUSA** – added Health Science events to expand competitive leadership opportunities for Health Science students April 19<sup>th</sup>-21<sup>st</sup> Yakima, WA

## New and Innovative Ideas



## Washington State Senate

**Olympia Address:**  
314 Legislative Building  
PO Box 40438  
Olympia, WA 98504-0438

**Senator John McCoy**  
38<sup>th</sup> Legislative District

Phone: (360) 786-7674  
Fax: (360) 786-1999  
Toll-Free Hotline: (800) 562-6000  
E-mail: John.McCoy@leg.wa.gov

The Honorable Superintendent for Public Instruction Chris Reykdal  
Old Capitol Building  
600 Washington St. S.E.  
Olympia, WA 98504-7200

Dear Superintendent Reykdal:

I am writing in hopes of keeping the Jobs for America's Graduates (JAG) Proviso Funding currently in the State 2018/2019 Budget with the JAG Washington State affiliate, Jobs for Washington's Graduates.

I understand that you and your leadership team from OSPI support the JWG program and its success in Washington State serving our at-risk youth. Together through JWG, we have ensured high school graduation, career-connected learning and related career development for our most vulnerable. However, I also understand that due to competing OSPI priorities not the least of which includes McCleary and the recent Washington State Supreme Court decision you have decided to work with the JWG Foundation Board and JAG National Board to ensure its transition to another State-level office.

I also understand that you will be speaking to Governor Inslee's office about the JAG program transition and possible sources of Workforce Development funding through the Governor's Workforce Development Council efforts of which you are a member. I look forward to working with you and the Governor to ensure continuation of this program beyond OSPI.

While I very much respect your position and need to prioritize, I do wish to ensure that the JAG program continues and will work with the JWG Foundation and their Corporate Partners to ensure its successful transition from OSPI. In my neighboring Legislative District 10th Stanwood High School is going on its sixth year of successfully graduating high school JWG seniors and supporting students' transitions into meaningful employment and post-secondary training and education. In addition, from 2012 to 2015, JAG programming was in the Marysville School District including Marysville Mountain View and Arts & Technology High Schools; I would like to see JAG return to these high schools and expand to other schools in my district and beyond.

Again, I respectfully ask that the JAG Proviso Funding that we designated to go to the Jobs for Washington's Graduates Program for 2018 and 2019 remain with the JWG program in the entire amount of \$285,000. By doing so, the JWG Foundation will be eligible to apply for the JAG grant program (of up to \$100,000) which requires a 3-to-1 match.

Superintendent Reykdal  
January 2, 2018  
Page 2

My office will use the attached JWG Operating Model in working with the JWG Foundation Board and other legislative districts to expand the program throughout Washington State. I feel strongly that keeping JAG in Washington State is critical and I will work with my colleagues in both the Senate and the House to ensure its continued success. Should you have any questions or need additional information, please be sure to contact me.

Sincerely,



Senator John McCoy  
38th Legislative District  
Chair, Senate Democratic Caucus

Enclosure: JWG Operating Model

Cc: The Honorable Lilian Ortiz-Self, 21st Legislative District  
The Honorable Christine Rolfes, 23rd Legislative District  
The Honorable Timm Ormsby, 3rd Legislative District  
The Honorable John Braun, 20th Legislative District  
The Honorable Kevin Ranker, 40th Legislative District  
President and CEO Ken Smith, JAG National  
JWG Foundation Chair, Jenni Kim-Tojio & Executive Director, Leslie Schmitz  
Washington Association of Career & Technical Education Executive Director, Tim Knue

**JWG BOARD OF DIRECTORS**

**JENNI KIM-TOJIO**  
CHAIR  
INTELLECTUAL VENTURES

Kevin Knight  
Treasurer  
KT Knight  
Consulting

Susan Webber  
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Shawn Lindhorst  
Archer Daniels  
Midland

Kristin Rhodes  
Microsoft

Mark Meyer  
CodeSmart

Carol Tagayun  
AT&T

Delena Sunday  
Nordstrom  
(Retired)

Sabrina Jones  
Conduent

Mike Morrow  
Microstrategy

Marcie Maxwell  
Governor Inslee's  
Office  
(Retired)

Vern Chandler  
Educator  
(Retired)

**JWG Staff**  
Leslie Schmitz  
Executive Director

Laura Dixon  
JWG Intern  
Development

Johanna Knight  
JWG Intern  
Social Media

**Contact us**  
206-291-8737  
lschmitz@  
jobsforwagrad.org

JWG Foundation  
2620 Bellevue Way  
NE #160  
Bellevue, WA  
98004  
jobsforwagrad.org

# JWG OPERATING MODEL



## JWG Foundation Mission

To ensure all Washington state students, especially those at-risk, graduate from high school with skills and abilities for a meaningful career and lifelong career development.

## JWG Operating Model 2018 and Beyond

JWG works with government and private partners to further the use of the highly successful JAG (Jobs for America's Graduates) program in WA state high schools. The program structure includes a dedicated vocational education specialist, specialized curriculum, and extra-curricular activities proven to yield high graduation and employment success rates. JWG enhances student success outcomes through barrier reduction and employer partnership programs. Simply stated, JWG increases the odds for at-risk students to graduate and land a meaningful job.

## JWG Program Economic Dynamics

- First year cost to establish a single Specialist program at a new school averages \$20,000
- Annual operating expense thereafter averages \$15,000

## JWG Mature Program Dynamics

With a single JWG Program, incremental full-time students (ones that stay in school as part of the program vs. dropping out) ranges from 20-30. School Districts receive ~ \$14,500 per student each year from federal, state, and local funding sources. Incremental annual enrolled student funding therefore ranges from \$290,000 to \$435,000 per JWG Program Site.

***Incremental revenues less program costs yield a net positive financial benefit of \$270,000 to \$415,000 annually for each School (based on estimated per student allocation).***

Success Metrics	<u>JWG</u>	<u>WA State Average</u>
Graduation rate:	94%	78%
Post-Secondary Education / Employment rate:	80%	Unknown

## Student Testimonials

*"JWG has given me a sense of direction for my career and my life. It has prepared me for college and for future job opportunities."* -Jasmine

*"JWG helped me be consistent and responsible. Because of that, I now have a job and people who will always be willing to help me because I prove myself as a good worker."* -Kyle

*"I know I need a lot of support and guidance in school. JWG gave me one more adult in my corner to help me get to graduation—and I needed that."* -Alex

*"JWG has really helped me stay on task and reach my goals. In my opinion, it is an excellent program that helps students learn and grow. JWG has given me the confidence to want greater things in life and be all that I can be."* -Savannah



Tim Knue  
Washington Organization of Vocational Educators  
PO Box 315  
Olympia, WA 98507

Hi Tim!

January 5, 2018

Dear Tim,

I hope this letter finds you well! I'm writing to you today to let you know that **the Washington State Democrats will be holding our annual Crab Feed at 3:30 pm on Sunday, February 25<sup>th</sup> at the McGavick Conference Center at Clover Park Technical College in Lakewood.** I wanted to take this opportunity to personally invite you to the event and request that WOVE considers signing up as a \$1,000 Sponsor.

YES! (CK INCLUDED)

Your contribution will guarantee you access to a VIP reception with Democratic Elected Officials and key Party stakeholders prior to the main event, as well as recognition on event signage and promotional materials. See below for all of the benefits offered.

- 6 VIP tickets that includes access to the private reception prior to the speaking program
- Recognition in printed program
- Recognition in sponsor slideshow
- Recognition on organization website
- Recognition on event signage

Over 600 guests are expected at our largest fundraiser of the year. Guests enjoy a locally sourced seafood buffet, live music, and a speaking program featuring some of our top elected Democrats. Sponsors are also invited to a VIP reception with elected officials, a complimentary oyster bar and beverages.

As Democrats, we have a lot to be proud of at the close of 2017 – we fought hard to take back the State Legislature and we won. Since I became State Party Chair in February we have been working tirelessly to modernize and strengthen our party by recruiting great candidates at all levels, hiring critical new staff and adopting cutting-edge data and campaign tactics and tools that will keep us on the path to victory. Our new strategies are working - Democrats performed better than they have in years in tough, Republican held districts and we're not backing down any time soon!

I would love to further discuss our efforts with you and hear your thoughts on how we can work to strengthen our partnership. Joe Barden in our office will be in touch to help schedule some time for us to chat. You can also reach him via (206) 583-0664 ext. 114 or [joebarden@wa-democrats.org](mailto:joebarden@wa-democrats.org)

→ (LEG FOCUS INCLUDED)

Thank you very much for considering our request and for WOVE's vital role in our community. I look forward to speaking with you and sincerely hope you will join us in our effort to improve the lives of *everyone* in Washington State by supporting the Washington State Democrats.

With Gratitude



Tina Podlodowski,  
Chair, Washington State Democrats

THANKS! SEE YOU ALL SOON!  
Tina



## ROBERTS RULES CHEAT SHEET

To:	You say:	Interrupt Speaker	Second Needed	Debatable	Amendable	Vote Needed
Adjourn	"I move that we adjourn"	No	Yes	No	No	Majority
Recess	"I move that we recess until..."	No	Yes	No	Yes	Majority
Complain about noise, room temp., etc.	"Point of privilege"	Yes	No	No	No	Chair Decides
Suspend further consideration of something	"I move that we table it"	No	Yes	No	No	Majority
End debate	"I move the previous question"	No	Yes	No	No	2/3
Postpone consideration of something	"I move we postpone this matter until..."	No	Yes	Yes	Yes	Majority
Amend a motion	"I move that this motion be amended by..."	No	Yes	Yes	Yes	Majority
Introduce business (a primary motion)	"I move that..."	No	Yes	Yes	Yes	Majority

The above listed motions and points are listed in established order of precedence. When any one of them is pending, you may not introduce another that is listed below, but you may introduce another that is listed above it.

To:	You say:	Interrupt Speaker	Second Needed	Debatable	Amendable	Vote Needed
Object to procedure or personal affront	"Point of order"	Yes	No	No	No	Chair decides
Request information	"Point of information"	Yes	No	No	No	None
Ask for vote by actual count to verify voice vote	"I call for a division of the house"	Must be done before new motion	No	No	No	None unless someone objects
Object to considering some undiplomatic or improper matter	"I object to consideration of this question"	Yes	No	No	No	2/3
Take up matter previously tabled	"I move we take from the table..."	Yes	Yes	No	No	Majority
Reconsider something already disposed of	"I move we now (or later) reconsider our action relative to..."	Yes	Yes	Only if original motion was debatable	No	Majority
Consider something out of its scheduled order	"I move we suspend the rules and consider..."	No	Yes	No	No	2/3
Vote on a ruling by the Chair	"I appeal the Chair's decision"	Yes	Yes	Yes	No	Majority

The motions, points and proposals listed above have no established order of preference; any of them may be introduced at any time except when meeting is considering one of the top three matters listed from the first chart (Motion to Adjourn, Recess or Point of Privilege).

## PROCEDURE FOR HANDLING A MAIN MOTION

**NOTE:** Nothing goes to discussion without a motion being on the floor.

### Obtaining and assigning the floor

A member raises hand when no one else has the floor

- The chair recognizes the member by name

### How the Motion is Brought Before the Assembly

- The member makes the motion: *I move that (or "to") ...* and resumes his seat.
- Another member seconds the motion: *I second the motion* or *I second it* or *second*.
- The chair states the motion: *It is moved and seconded that ... Are you ready for the question?*

### Consideration of the Motion

1. Members can debate the motion.
2. Before speaking in debate, members obtain the floor.
3. The maker of the motion has first right to the floor if he claims it properly
4. Debate must be confined to the merits of the motion.
5. Debate can be closed only by order of the assembly (2/3 vote) or by the chair if no one seeks the floor for further debate.

### The chair puts the motion to a vote

1. The chair asks: *Are you ready for the question?* If no one rises to claim the floor, the chair proceeds to take the vote.
2. The chair says: *The question is on the adoption of the motion that ... As many as are in favor, say 'Aye'.* (Pause for response.) *Those opposed, say 'Nay'.* (Pause for response.) *Those abstained please say 'Aye'.*

### The chair announces the result of the vote.

1. *The ayes have it, the motion carries, and ...* (indicating the effect of the vote) or
2. *The nays have it and the motion fails*

### WHEN DEBATING YOUR MOTIONS

1. Listen to the other side
2. Focus on issues, not personalities
3. Avoid questioning motives
4. Be polite

# HOW TO ACCOMPLISH WHAT YOU WANT TO DO IN MEETINGS

## MAIN MOTION

You want to propose a new idea or action for the group.

- After recognition, make a main motion.
- Member: "Madame Chairman, I move that \_\_\_\_\_."

## AMENDING A MOTION

You want to change some of the wording that is being discussed.

- After recognition, "Madame Chairman, I move that the motion be amended by adding the following words \_\_\_\_\_."
- After recognition, "Madame Chairman, I move that the motion be amended by striking out the following words \_\_\_\_\_."
- After recognition, "Madame Chairman, I move that the motion be amended by striking out the following words, \_\_\_\_\_, and adding in their place the following words \_\_\_\_\_."

## REFER TO A COMMITTEE

You feel that an idea or proposal being discussed needs more study and investigation.

- After recognition, "Madame Chairman, I move that the question be referred to a committee made up of members Smith, Jones and Brown."

## POSTPONE DEFINITELY

You want the membership to have more time to consider the question under discussion and you want to postpone it to a definite time or day, and have it come up for further consideration.

- After recognition, "Madame Chairman, I move to postpone the question until \_\_\_\_\_."

## PREVIOUS QUESTION

You think discussion has gone on for too long and you want to stop discussion and vote.

- After recognition, "Madam President, I move the previous question."

## LIMIT DEBATE

You think discussion is getting long, but you want to give a reasonable length of time for consideration of the question.

- After recognition, "Madam President, I move to limit discussion to two minutes per speaker."

## **POSTPONE INDEFINITELY**

You want to kill a motion that is being discussed.

- After recognition, "Madam Moderator, I move to postpone the question indefinitely."

## **POSTPONE INDEFINITELY**

You are against a motion just proposed and want to learn who is for and who is against the motion.

- After recognition, "Madame President, I move to postpone the motion indefinitely."

## **RECESS**

You want to take a break for a while.

- After recognition, "Madame Moderator, I move to recess for ten minutes."

## **ADJOURNMENT**

You want the meeting to end.

- After recognition, "Madame Chairman, I move to adjourn."

## **PERMISSION TO WITHDRAW A MOTION**

You have made a motion and after discussion, are sorry you made it.

- After recognition, "Madam President, I ask permission to withdraw my motion."

## **CALL FOR ORDERS OF THE DAY**

At the beginning of the meeting, the agenda was adopted. The chairman is not following the order of the approved agenda.

- Without recognition, "Call for orders of the day."

## **SUSPENDING THE RULES**

The agenda has been approved and as the meeting progressed, it became obvious that an item you are interested in will not come up before adjournment.

- After recognition, "Madam Chairman, I move to suspend the rules and move item 5 to position 2."

## **POINT OF PERSONAL PRIVILEGE**

The noise outside the meeting has become so great that you are having trouble hearing.

- Without recognition, "Point of personal privilege."
- Chairman: "State your point."
- Member: "There is too much noise, I can't hear."

## COMMITTEE OF THE WHOLE

You are going to propose a question that is likely to be controversial and you feel that some of the members will try to kill it by various maneuvers. Also you want to keep out visitors and the press.

- After recognition, "Madame Chairman, I move that we go into a committee of the whole."

## POINT OF ORDER

It is obvious that the meeting is not following proper rules.

- Without recognition, "I rise to a point of order," or "Point of order."

## POINT OF INFORMATION

You are wondering about some of the facts under discussion, such as the balance in the treasury when expenditures are being discussed.

- Without recognition, "Point of information."

## POINT OF PARLIAMENTARY INQUIRY

You are confused about some of the parliamentary rules.

- Without recognition, "Point of parliamentary inquiry."

## APPEAL FROM THE DECISION OF THE CHAIR

Without recognition, "I appeal from the decision of the chair."

## Rule Classification and Requirements

Class of Rule	Requirements to Adopt	Requirements to Suspend
Charter	Adopted by majority vote or as proved by law or governing authority	Cannot be suspended
Bylaws	Adopted by membership	Cannot be suspended
Special Rules of Order	Previous notice & 2/3 vote, or a majority of entire membership	2/3 Vote
Standing Rules	Majority vote	Can be suspended for session by majority vote during a meeting
Modified Roberts Rules of Order	Adopted in bylaws	2/3 vote

## ACTIVELY RECRUITING CANDIDATES FOR OFFICE

Many years ago during a “brainstorming” session at a WA-ACTE Executive Board meeting, board members developed a number of ideas to help in the recruitment of candidates for offices in the WA-ACTE and its affiliate sections. The challenge is for us to actively seek out candidates for these offices in WA-ACTE or your professional organization. Review the following suggestions or ideas and see if you individually can actively use three of them to recruit candidates for WA-ACTE and your organization.

- Relate (past) experiences and the joys and value in being an officer/board member
- More communication to our memberships about our involvement in “board” or executive committee's activities. If we relate to them the many activities, decisions, and challenges we experience, this may entice others to want to become a part of this experience
- “Cultivating Leadership” within WA-ACTE. Perhaps we need to conduct workshops or “sessions” on how to Cultivate Leadership for all the affiliates.
- Personal Contacts – one-to-one communication
  - Mentor members who show promise!
  - Delegate responsibilities, share the tasks with others so that they may experience the joys and challenges
  - Ask for involvement, “What can you do?”
  - Compliment their strengths and encourage them to run for an office.
  - Get to know somebody new who might be interested in being an officer.
- Develop website’s so that they are interactive and “active” in sharing the positive experiences of being an officer. Develop recruitment pages.
- Ask Administrators to share their perspective of staff involvement and the value of belonging to professional organizations.
- Year-long nominating committee that’s basic (and only) function is recruitment!
- Create more opportunities for members to be involved in leadership.
- Invite members to attend executive board meetings.
- Invite members to participate in legislative hearings, seminars and other activities.
- Have formal presentations of the officer or board activities.
- Network and share our experiences with our own (building) colleagues.
- Share the opportunity for members to experience “cutting edge” information and experiences.
- Leadership opportunities provide for a “diversion from the routine”. A real “revitalizer”.
- Tell everyone about the value of your experiences.
- “The more you tell.....” - is our important message. The more we relate our experiences, the greater the circle of candidate possibilities.
- Send officers out to section conferences to spread the word about their experiences. Seek out all attendees, affiliates, members, etc.
- Gain membership of all affiliates on nomination committee.
- Relate to others what the responsibilities are as an officer.
- Personal connections.....personal contacts....need we say it again!!!

- Foster direct connections to the board / officers. Create a good communication link between the membership and the officer/board activities.
- New member involvement:
  - Get those new members involved early.
  - Develop a mentoring system within the affiliates.
  - Create a welcome and “belonging” feeling..
  - Express how all members are “needed”.
- Keep quality in conference / in-services. Show the membership we care by providing the best we have to offer.
- Do what it takes to keep members interested / intrigued
- Seek marketing professionals to assist in promotions.
- We’re having FUN - brag about !!!
- Explore the possibilities of pay or stipends as an inducement.
- Share the monetary assistance available to officers. Officers are reimbursed for many of their activities.
- Utilize area groups / leaders / and regional representatives and share the leadership responsibilities with them.
- Engage groups / leaders
  - Create small involvement opportunities
  - Make sure there is good geographical representation
- Invite others to committee meetings.
- Delegate... delegate... delegate...
- Relate the value in Board leadership trainings
  - tap into WA-ACTE / and other affiliate workshops or seminars
- Communication. Create a true “commitment to communicate”.
- Share our success stories.
- Give credit where credit is due.
- Where have they gone? Share the ‘past’ and ‘present’ of past officers.
- Continue to involve old (previous!) leadership.
- Share the leadership opportunities with “new professionals”.
- Involve families in conferences. Lessen the burden of time spent away from families when involved with “professional organizations”.
- Spread the word “without bragging”. Brag when necessary!
- Be sure to say “Thank You” to administrators for allowing you to be an “involved” member of professional organizations.
- Identify some of the challenges in “active” participation in professional organizations. Seek solutions to these challenges.
  - Be aware of and find out the philosophy of administration on involvement in professional organizations.
  - Ask for help in bringing solutions to some of the challenges or professional involvement.



## Strategic Plan

### 2017 - 2018 Program of Work

#### VISION

Every student prepared for life and career.

#### MISSION

“WA-ACTE’s mission is to support our members in providing high quality CTE opportunities for all students in Washington State.”

#### CORE PURPOSE

To provide leadership and services to our members as they prepare students for lifelong career success.

## Quality Professional Development

#### Ongoing Activities

- Summer Professional Development Expo

- Fall Summit (Conference)
- Spring STEAM Conference

- Section Conferences

#### Goals and objectives:

1. Continue growth of network of partners and sponsors for WA-ACTE professional development
2. Establish platforms and resources needed to deliver professional development over the web or hybrid methods
3. Continue the use of CTE curriculum program similar to or in conjunction with CTE-AZ

#### Resources needed:

- Outreach to potential sponsors
- Project management, equipment & software
- Continued board & OSPI discussion to determine if/how we move forward

#### Status:

Ongoing

Basic equipment purchased for one room.

OSPI is interested – Lew K. has solicited files into a central location





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## Advocacy and Promotion

### Ongoing Activities

- Working with state agencies
  - Liaison positions on board

- Working with stakeholder associations
  - Linking business/labor with sections

- Public relations programs

Goals and objectives:	Resources needed:	Status:
1. Develop strategies to lift our CTE message throughout the year(s)	<ul style="list-style-type: none"> <li>• Training, board learning time &amp; input, plan development and implementation support from sections</li> </ul>	Work with WACTA and their Marketing Committee
2. Foster and expand relationships with our established partners.	<ul style="list-style-type: none"> <li>• Board members willing to help serve/connect with partners to be our voice with them.</li> </ul>	
3. Expand our relationship with PESB around CTE & STEM issues	<ul style="list-style-type: none"> <li>• Board members willing to help serve/connect with partners to be our voice with them.</li> </ul>	Exec. Dir. and Board members attending various forums surrounding STEM and Connected Learning.
4. Develop strategies for promotion of models for work-based learning/career connected learning and apprenticeships	<ul style="list-style-type: none"> <li>• Board learning on varied initiatives surrounding issue</li> </ul>	



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## Advancement of Policy and Legislation

### Ongoing Activities

- WOVE and PAC
- CTSO Civic Engagement Day

- Work on the hill
- Registered lobbyist

- OSPI, PESB, WTECB & SBCTC connections

#### Goals and objectives:

1. Establish legislative focus for upcoming legislative session
2. Increase WOVE resources
3. Continue strong lobbying efforts
4. Revise and update legislative resources for members

#### Resources needed:

- Work with section leadership and board to survey issues among sections
- Board discussion, plan development and implementation support
- Subcontract with lobbyist
- Utilize staff and board member time to review resources.

#### Status:

2018 Legislative Focus established  
2 page CTE/Skill Center Funding briefing complete

Under review

WACTA Exec. Board interested in working on this



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## Networking and Communication

### Ongoing Activities

- WA-ACTE Website
- CTE Online Community

- Email blasts

- Social Media
  - #IamCTE, #WeAreCTE

#### Goals and objectives:

1. Obtain names and emails for all certified CTE educators with endorsements in Washington State
2. Update website
3. Engage partners in establishing media campaigns for CTE

#### Resources needed:

- PESB records request.
- Utilize web design partner(s) to update website for easy and prompt entry of information
- Develop list of partners willing to market and promote CTE

#### Status:

Website under current updating/refresh process

WACTA working on marketing activities



## Strategic Plan

### 2017 - 2018 Program of Work

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## Quality Association Improvement

### Ongoing Activities

- Quality Association Standards

- ACTE Conferences and Programs

- Financial

#### Goals and objectives:

1. Develop strong leadership of WA-ACTE and its sections
2. Share and review conference evaluations with board and sections
3. Review section membership in WA-ACTE for discussion of affiliated membership structure

#### Resources needed:

- Board discussion; plan development and implementation support
- Scheduled/planned review sessions
- WA-ACTE and section membership data
- Board discussion on membership structure

#### Status:

Fall '17 inservice held to orient section leadership to WA-ACTE procedures and Exec. Bd. responsibilities

Summer and Fall conference evaluations complete



# Career Connected Learning

A future pathway to success for all students

## Problem statements

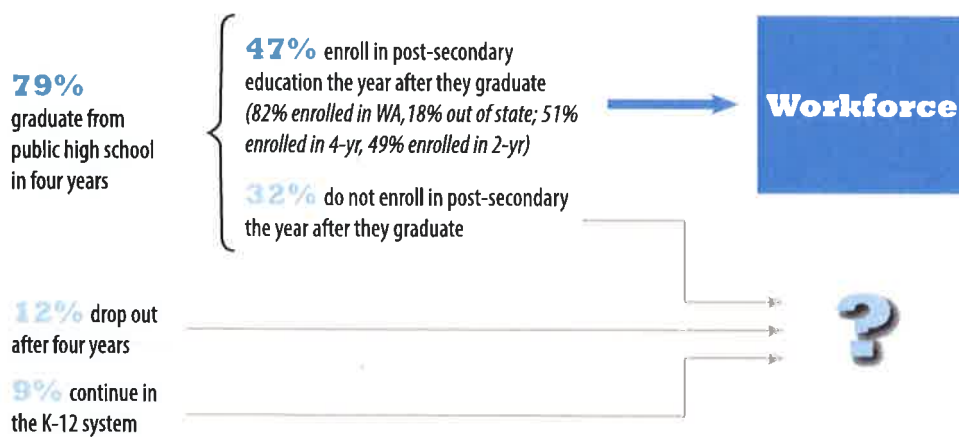
1. Skills gaps, and opportunity gaps, continue to grow; current demand projections, across multiple employment sectors, show an undersupply of available workers in the pipeline. Our system must leverage educational and planning opportunities that result in identifiable pathways, and seamless transitions to employment.
2. Washington must efficiently align, and enhance, the education system, as it relates to feeding workforce needs, including increasing opportunities through career and technical education, work-based learning, youth and adult apprenticeships, and internships, to create multiple pathways to successful employment.
3. Students must be engaged in their educational experience with a clear vision of post-secondary goals, and informed career choices. When students own their personalized pathways, graduation rates will improve, as well as the number students graduating with identifiable post-secondary pathways.
4. Preconceived attitudes suggest that direct-entry career pathways are inferior to traditional academic pathways. Changing those attitudes requires a community-wide education and communication plan.

## Vision

**The K-12 System will require redesign to achieve the following vision:**

- Students achieve basic high school proficiency by 10th grade.
  - » Requires an increase in instructional time; K-8 to move from 1,000 hours to 1,200 hours.
- Students enter pathways phase of education in 11th/12th grade.
  - » Requires increased course equivalency credit opportunities to support core obtainment of academic credits and pathway phase credits.

## Washington state public student school students



- Multiple pathways, equally valued for students, to achieve graduation and post-secondary success including academic pathways, technical pathways, youth apprenticeships, work-based learning, internships, and other innovations, which link student High School and Beyond Plans to direct instruction and/or employment.

An educational system with multiple valued pathways, quality high school and beyond planning, increased student experiences in Career and Technical Education, and business and industry partnership and investment will result in all students successfully defining their pathway, and taking steps to achieve success in their post-secondary goal.

# Core strategies

## Policy & Practice Changes

## Funding

### Area: K-8 Redesign/Core & Pathways

- Expand high-demand CTE, which requires work-based learning
  - Increase exploratory CTE options in middle school beyond STEM
  - Use High School and Beyond Plan to inform and direct student experience
  - Expand offerings to accommodate full-time attendance at Skills Centers
  - Extend the school day and school year to increase instructional time
- Change the funding model and increase K-8 funds
  - Increase secondary CTE grants for the first time since established in state budget (chapter 170, Laws of 2008)

### Area: Youth & Pre-Apprenticeship and Student Experience

- Develop youth apprenticeships prior to graduation for high-demand areas
  - Target high demand industry clusters to pilot existing apprenticeship opportunities
  - Establish apprenticeship in appropriate occupational areas
  - Coordinate an educational outreach program for middle and secondary school students, parents, and educators (consistent with RCW 49.04.190)
  - Support robust worksite learning and internships
- Pilot funding models to support youth apprenticeship
  - Provide funding to support the educational outreach program (RCW 49.04.190)

### Area: Employee Engagement

- Incentivize employers to take on apprentices
  - Streamline youth apprenticeship approval while continuing to protect employers/employees
  - Refocus advisory committees to respond to business and industry needs
  - Increase the number of apprenticeable occupations, and employers willing to take on apprentices
  - Encourage employers to establish internship and worksite learning opportunities
- Create employer incentives and support regulatory reform

### Area: Course Equivalency

- Modify law to expand to all academic credit areas (RCW 28A.700.070)
  - Require that districts accept all statewide equivalency credit frameworks as academic courses
  - Promote equivalency crediting policies among school administration, school board, counselors, educators, parents and students
  - Leverage the flexibility of the 24-credit diploma requirement to promote CTE and youth apprenticeship pathways
- Increase proviso funds to support statewide equivalency work

### Area: Expansion of CorePlus

- Develop curriculum for construction, marine technology, and more (such as healthcare and agriculture)
  - Work with industry partners to establish curriculum that aligns with immediate industry needs
- Establish and increase funds for program start-up and expansion including equipment, professional development, and curriculum purchases

### Area: Increase of Dual Credit Opportunity

- Increase dual credit opportunities at no cost to students
  - Align youth apprenticeship, internship, and worksite learning to statewide equivalency credit and dual credit opportunities
  - Re-brand Tech-Prep as CTE Dual Credit
- Provide funds to support CTC and HS teams to develop articulation agreements
  - Increase funds to support expanding dual credit (CTE Dual Credit/Tech-Prep, College in the HS, Running Start, etc.)





Superintendent of Public Instruction Chris Reykdal

# Work-based Learning

Washington CTE Standards require Work-Based Learning (WBL) as a component of all CTE programs. WBL activities provide extended learning that connect student's knowledge and skills to a future career.

*In addition to the activities below, WBL can include career mentors, guest speakers, job shadows, school-based enterprises, field trips, and supported employment.*

		Worksite learning		Apprenticeship	Internship
		INSTRUCTIONAL	COOPERATIVE		
<b>Definition</b>		Instructional WSL means a learning experience that takes place in the community (or school, if the experience is comparable to that in a community setting) as an embedded part of a specific course content where the student performs tasks in order to gain desired skills, competencies, qualifications, or industry certifications through direct instruction.	Cooperative WSL means a learning experience where students practice in the community (or school, if the experience is comparable to that in a community setting) the skills and knowledge learned in the classroom. An employer/employee relationship must exist if the work performed by the student results in a net increase in productivity or profitability for the business or organization.	Apprenticeship is a combination of on-the-job training (OJT) and related classroom instruction under the supervision of a journey-level craft person or trade professional in which workers learn the practical and theoretical aspects of a highly skilled occupation.  An <b>Apprentice</b> is a worker at least sixteen years of age who is employed to learn an apprenticeable occupation and is registered with a sponsor in an approved apprenticeship program according to chapter 49.04	An internship is a work-related learning experience for the benefit of individuals who wish to develop hands-on work experience in a certain occupational field.  Experience may be paid or unpaid.
		Student must be at least 16 years old before experience starts, and must be enrolled in a related class where the WSL experience is embedded and part of the approved content.	Student must be 16, enrolled in the specific program area CSL course that matches their qualifying class, educational goals, and HSBP. Requires: qualified personnel, site approval, site supervisor program orientation. Student WSL file must include documentation of: worksite qualification, qualifying class, WSL agreement, WSL plan, record of hours, connection to HSBP, evidence of employee orientation, signed student evaluations, Labor and Industries documents as required.	<b>Registered apprenticeship in most apprenticeable occupations is open to anyone age 16 or older.</b> Individuals must usually be age 18 to be an apprentice in hazardous occupations. Apprenticeship occupations involve manual, mechanical, or technical skills and knowledge that require a minimum of 2000 hours of on-the-job experience. Supplemental instruction may be given through correspondence, self-study, or other approved instruction. A minimum of 144 hours for each year of apprenticeship is recommended	Student must be at least 16 years old consistent with the Work-based learning manual.
<b>Requirements</b>		Instructional Worksite Learning can be any length (i.e. 20 hours, 45 hours, 90 hours) and is an embedded component of the CTE course, reported for CTE funding.	WAC 392-121-124 for WSL pursuant to WAC 392-410-315, a student FTE is determined by dividing the student's hours of work experience for the month by 200. (ex: 40 hr./200=.20)	Apprenticeship programs are sponsored by joint employer and labor groups, individual employers, and/or employer associations.  Youth waiver and variances necessary to allow minors to work in apprenticeship occupational fields.	Student volunteers required <i>Student Volunteers and Workers' Compensation Coverage</i>
		Paid and unpaid experiences	No more than 360 hours of CWSL may be claimed for CTE funding for each credit a student pursues as reported on the student's transcript.	Paid Experience <i>Chapter 296-05 WAC</i>	Paid and Unpaid <i>WAC 296-131-125</i>
<b>Rules</b>					

## REPORT TO THE WA-ACTE EXECUTIVE BOARD

### CTSO's

**Submitted By:** Lori Hairston

**Date Submitted:** 1/25/18

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

Working on Legislative Day plans. Each CTSO will send state officers to train at the Red Lion on February 14, 2018. The session begins at 6:00 pm and will be offered online also so chapters and other state officers can attend virtually. Also a room will be supplied at the Red Lion on the morning of February 15, 2018, to review details with those who did not attend the training session. CTSO are scheduling their own interviews with legislators and will host tables at the capitol building on February 15, 2018.

OSPI has opened all grant packages and the End of Year Report for CTSO's to apply. Some of the grant dollars have been received.

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

Continue funding for CTSO's. Nutrition policies for student stores.

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

National lack of support for CTE in new administration

**4. Other Comments/Suggestions:**

**5. Upcoming Meetings or Conferences:**

February TBD in South King County

**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.)*





# Washington Association for Career and Technical Education

## 2018 Legislative Focus

Washington ACTE supports your dedication to fully fund K-12 education for all students in Washington State that meet high standards and develop the skills needed to be successful in life.



The core purpose of WA-ACTE is to provide leadership and services to its members as they prepare students for lifelong career success. WA-ACTE presents this 2018 Legislative Focus in support of our mission to support our members in providing high quality CTE opportunities for ALL students in Washington State. WA-ACTE and our affiliated sections work closely with our K-12 workforce training/education and community/technical college partners to provide high quality CTE program opportunities for all students in Washington State (middle schools, high schools, and skill centers). WA-ACTE and the nine sections of our Board develop and approve this agenda.

### FOCUS: CAREER AND TECHNICAL EDUCATION RESOURCES (Funding)

CTE Vision	Our Plan	Legislative Ask	New State Investment
<ul style="list-style-type: none"> <li>• Prioritize state Career and Technical Education (CTE) funding allocation in supporting the substantial contribution CTE makes to graduation rates and the state's economy</li> <li>• Maintain Equity and Access to quality (CTE) programs for EVERY student in Washington State</li> </ul>	<ul style="list-style-type: none"> <li>• To ensure state funds provided for CTE programs are stable, dependable, and reliable to deliver quality CTE programs in local districts statewide</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Assure the funding provided in the budget to CTE is not lost for use in CTE programs due to FTE calculation</b></li> <li>• <b>Remove direct charges for salaries outside of CTE program activities from the allowable expenditures list for CTE enhanced funding</b></li> </ul>	<ul style="list-style-type: none"> <li>• Zero cost to state in new dollars</li> <li>• Ensures funds as intended for students and programs are maximized for their use</li> <li>• Direct charges will be equitably sourced for both CTE and General Education staff salaries</li> <li>• An equitable source of all Basic Education staff salaries, leaves CTE funds for CTE programs (as intended by Legislature)</li> </ul>



Washington Association for Career and Technical Education  
 PO Box 315 | Olympia WA 98507-0315  
 Telephone: 360-786-9286 | Fax: 360-357-1491 | [www.wa-acte.org](http://www.wa-acte.org)  
 Contact: Tim Knue, WA-ACTE Executive Director | [tim@wa-acte.org](mailto:tim@wa-acte.org) | Cell: 360-202-5297





# Washington Association for Career and Technical Education

## 2018 Legislative Focus

### FOCUS: THE VALUE OF CAREER AND TECHNICAL EDUCATION IN WASHINGTON STATE

CTE Vision	Our Plan	Legislative Ask	New State Investment
<ul style="list-style-type: none"> <li>• Increase equitable access for students to quality Career and Technical Education (CTE) programs for every student in Washington State</li> <li>• Increase high school completion rates through multiple student options for education/training after high school</li> <li>• Improve student success in the economy by closing the skills gap for entry-level and beyond</li> </ul>	<ul style="list-style-type: none"> <li>• Work with all stakeholders to develop Career Connected Learning opportunities for students, parents, schools, business, industry, and civic organizations</li> <li>• Increase access to Career Connected Learning—Work-Based Learning (CCL/WBL) for ALL students in Washington State</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Promote and support growth of “Dual Credits for CTE” in the high schools statewide</b></li> <li>• <b>Expand (CCL/WBL) with:</b> <ul style="list-style-type: none"> <li>○ <b>Robust High School and Beyond Plans for ALL students</b></li> <li>○ <b>Expand paid Youth/Apprenticeship opportunities in more industry sectors</b></li> </ul> </li> <li>• <b>Establish a PK-12+ Career Guidance and Advisement for parents and students</b></li> </ul>	<ul style="list-style-type: none"> <li>• Improved graduation rates for the state of Washington</li> <li>• Increased numbers of prepared and competitively engaged workforce</li> <li>• Increased guidance ensures students make informed decisions about their educational and career pathways</li> <li>• Support for stronger career exploration activities increases student engagement in their pursuit of their education and career pathway</li> </ul>

### FOCUS: SUPPORT CAREER AND TECHNICAL EDUCATION STUDENT LEADERSHIP

CTE Vision	Our Plan	Legislative Ask	New State Investment
<ul style="list-style-type: none"> <li>• Provide all CTE students opportunities to develop their leadership skills locally, regionally, and nationally through participation in OSPI-approved extended learning student leadership activities</li> </ul>	<ul style="list-style-type: none"> <li>• Increase support for state-recognized Career and Technical Student Leadership Organization (CTSO) activities</li> <li>• Provide start-up resources for district-approved extended learning student leadership activities</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Provide additional funding for supervision of statewide CTSSO activities within current CTE Grants process</b></li> <li>• <b>Establish a grant program to provide start-up resources for extended-day/year student leadership activities</b></li> </ul>	<ul style="list-style-type: none"> <li>• \$2.3M to fund State CTSSO activities necessary to meet state CTE standards</li> <li>• Reduces the cost for individual students to participate in quality CTSSO activities</li> </ul>



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# Career and Technical Education in Washington State

## 2017 Legislative Session

We thank the state legislature for the investment in Washington State’s Career and Technical Education (CTE) programs during the 2017 legislative session. Washington ACTE appreciates the investments made in Career and Technical Education, including:

- Lowered class size for CTE and Skill Center programs
- Lowered indirect charge to 5% of enhanced funding
- Increased MSOC that provides an enhanced ratio to general education for CTE funding going forward
- EHB 2242 established a grant program (through OSPI) to assist districts with the purchase of CTE equipment
- Charged OSPI to increase CTE course equivalency crediting opportunities (EHB 2242, sec. 4100)
- Confirmed CTE as Basic Education and established categorical funding for CTE

## Our Position

Washington-ACTE believes the investments made by the legislature for CTE were intended to directly and positively impact CTE programs and students by investing in growing high demand, high quality CTE programs. These enhancements should be spent directly on those items that make CTE program delivery more expensive. Employing a teacher in a classroom is not unique to a CTE program, thus basic salaries and benefits should not be charged to enhancement dollars.

## Continued Impacts to CTE

- **Aligning rules with respect to claiming students for funding with minimum instructional hours requirements:**
  - In 2014, SSB 6552 provided funding for the increased hours from 900 to an average of 1,000 in K-12 for all of Basic Education including CTE and skill centers. The initial investment of approximately \$96M was allocated within the prototypical high school. **This funding did not flow through to CTE and Skill Center programs.**
  - The calculation of CTE and Skill Center Full-Time Equivalents (FTE) results in a statewide average reduction of 10% claimable Annual Average Full-Time Equivalent (AAFTE) for CTE and 12% for Skill Centers.
  - Estimation of adverse Impact to CTE and Skill Center Programs (OSPI):
    - For high school (HS) students enrolled in one hour of CTE instruction, and five hours of general education instruction all year results in a statewide average **reduction of 10%** of the claimable AAFTE >

Hours in 1.0 AAFTE	Hours per Day	HS CTE FTE	Gen. Ed. FTE	AAFTE
900 hours	5h	0.2	0.8	1.0
1,000 hours	5h 33min	0.18	0.82	1.0

- For skill center students enrolled in three hours of skill center instruction, and three hours of general education instruction throughout the year results in a statewide average **reduction of 12%** of claimable AAFTE >

Hours in 1.0 AAFTE	Hours per Day	Skill Center FTE	Gen. Ed. FTE	AAFTE
900 hours	5h	0.6	0.6	1.2
1,000 hours	5h 33min	0.54	0.54	1.08

- **With the lowered indirect charges percentage of 5%**, many school districts are direct charging CTE programs for items and types of expenditures that would normally be included in the 5% indirects, along with charging full personnel salary cost to CTE that are funded by local levies for non-CTE staff.



# Career and Technical Education in Washington State

## Opportunities Moving Forward

We recommend an adjustment for the calculation of CTE and Skill Center AAFTE that will not result in any reduction of claimable Annual Average Full-Time Equivalent (AAFTE) as a result of the formula.

## Legislative Opportunities to Support CTE in Washington State Include:

1. Correct AAFTE calculation to eliminate impact to CTE and Skill Center programs
2. Eliminate direct charging to CTE
3. Remove Teacher Salaries and benefits from allowable enhancement expenditure list
4. Add extended leadership/learning stipends to allowable expenditure list
5. Incorporate remaining Resource to Allowable Expenditure Method recommendations of the 2014 CTE and Skill Center Program Funding, Accounting & Data Reporting report

### Background on AAFTE 1,000-hour calculation, Item #1:

State law requires that the definition of a Full-Time Equivalent (FTE) student used to calculate allocations from the state to school districts align with the statutorily required minimum annual instructional hours for the state's basic education program. Legislation passed in 2014 (HB 2776) increased the minimum instructional hours, creating the need for OSPI to redefine the average annual FTE consistent with the revised law. Changing this definition reduces funding to Career and Technical Education (CTE) and Skill Center programs. A solution is needed to protect and hold harmless the CTE and Skill Center programs from related funding losses, which we believe to have been unintended with the passage of HB 2776.

We recommend changes be made to ensure that direct charges to the CTE programs are limited to allowable usages of CTE funds. Aligning the intended purpose of program revenues to the allowable expenditures provides more transparency to the funding structure and to how CTE dollars are being spent. This can be achieved by adjusting the structure of the prototypical school funding formula as described in OSPI's 2014 report to the legislature.

### The "CTE and Skill Center Program Funding, Accounting & Data Reporting, 2014":

**A key recommendation of the report stated that "reducing the indirect rate cannot occur without also implementing the recommendations for revising the funding formulas" outlined in the report. An opportunity now exists to include those recommendations for revising the funding formulas.**

The 2014 report can be found on OSPI's website at the following link:

<http://www.k12.wa.us/LegisGov/2014documents/CTESkillCenterFunding.pdf>

The Legislature asked OSPI to review the funding formulas for Career and Technical Education and skill centers programs. OSPI was asked to make recommendations for revising the formulas.

*(Authorizing bill/law: [Senate Bill 5034 \(2013-15 operating budget\)](#), §501(1)(a)(v) "The office of superintendent of public instruction shall review career and technical education and skill center programs' funding enhancement formulas, expenditure accounting systems, and reporting. The office will make recommendations for revising the funding formulas, including the possibility of conversion to a model that enhances basic education rates, potential revisions to the accounting systems, and recommendations for improving reporting and transparency. The office shall submit recommendations to the appropriate fiscal committees of the legislature and the office of financial management by June 1, 2014.")*

This report laid out two options for changing the CTE funding formula: (1) a resource - to - allowable expenditure method, and (2) an excess cost model. The model recommended in the report is the resource - to - allowable expenditure method, and would include the changes outlined in the report.





## 2018 LEGISLATIVE SESSION | WASHINGTON STEM PRIORITIES

Students need strong science, technology, engineering, and math (STEM) skills to pursue Washington's highest demand career pathways - from building airplanes to monitoring the health of apple crops to researching cancer treatments.

While it's a short session, there are some key opportunities to support high-quality STEM education for all Washington's students - particularly for those that don't traditionally have opportunity, like rural students, youth of color, girls, and students from low-income families.

### WASHINGTON STEM, OUR REGIONAL STEM NETWORKS, AND OUR PARTNERS ASK LEGISLATORS TO:

#### **PASS THE CAPITAL BUDGET**

The capital budget supports dozens of crucial K-12 and postsecondary STEM projects, including a STEM program designed to modernize STEM classrooms and equipment with priority to schools serving low-income students; funding to update Career Technical Education (CTE) equipment; and funding to update STEM facilities in Skill Centers, community colleges, and four-year institutions across the state. Passing the capital budget means these projects will be able to break ground and increase our education system's capacity and capability to teach high-quality STEM education.

#### **SET WASHINGTON STUDENTS ON THE PATHWAY TO HIGH-DEMAND CAREERS**

Washington STEM supports policies and programs that prepare Washington students to excel in high-demand careers in our state. These policies and programs include, but are not limited to: increasing access to youth apprenticeship and internships in and out of school; fixing the full time equivalent (FTE) calculation and increasing funding to CTE, giving priority to high-demand fields of study; dual credit opportunities; expanded learning opportunities; and increased access to computer science education from K-12 through postsecondary.

#### **INCREASE ACCESS TO STEM EDUCATION FOR UNDERSERVED STUDENTS**

We support policies and programs that increase access to STEM education, particularly for underserved students. This work includes, but is not limited to: expanding access to and infrastructure support for high-quality early learning; increased funding for NGSS based science education professional development through LASER; expanding Washington MESA's K-12 programs engaging underserved youth in STEM; and expanding the Washington State Opportunity Scholarship program to students in professional-technical certificate and degree programs as well as programs that address the healthcare skills gap.

We thank the Washington Legislature for their deep engagement with education issues in 2017. Support of these policies and programs will make the education system even stronger for Washington students.

Got questions? Contact Jim Justin at 360-870-2618/ [jim@jimjustingov.com](mailto:jim@jimjustingov.com) or Jesse Gilliam at 206-218-7980/ [jesse@washingtonstem.org](mailto:jesse@washingtonstem.org)



WASHINGTON ASSOCIATION FOR CAREER AND TECHNICAL EDUCATION

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Spring Conference
CTE...STEM & Arts
April 25-26, 2018

Yakima Convention Center, 10 North 8th Street, Yakima WA 98901

1. CTE Section:

- WACTA - CTE Administration
WA-CCER - Career Counseling & Employment Readiness
WAME - Marketing Education
Other
WAAE - Agriculture Education
FACSE - Family and Consumer Sciences
WITEA - Technology Education
WSBEA - Business Education
HSCTE - Health Science
WASTS - Skilled and Technical Sciences

2. Name and Contact Information

Certification Number
Name (First and Last)
School District
School
Work Address
City/State/ZIP
Work Telephone
Work Email
Personal Email

3. WA-ACTE Spring Conference Registration - April 25-26, 2018

(Registration includes 12 clock hours (STEM-approved), breakfast on Wednesday and Thursday, and lunch on Wednesday.)

WA-ACTE Member (must have expiration date of at least 5/31/2018)

- \$300 Through April 15
\$350 After April 15

Non-Member (or WA-ACTE renewal)

- \$375 Through April 15
\$425 After April 15

4. Method of Payment Check/Money Order (Payable to WA-ACTE) Purchase Order #

Credit Card Payments...Online Registration Only

Please note: Online registrations incur a service fee of \$3.95 per registrant plus 4.95% of the credit card charge...100% paid by the registrant.

Policy: WA-ACTE Spring Conference, Yakima Convention Center, April 25-26, 2018. Advance registration \$300 (WA-ACTE members) or \$375 (non-members) through April 15, 2018. Late registration additional \$50 after April 15, 2018. Registration ends April 20, 2018. After April 20, 2018, please register onsite at the Yakima Convention Center. Please fax purchase orders to 360-357-1491 or email to taa@wa-acte.org. When your registration is submitted you are registered for the conference, whether your registration is paid for or not and are subject to the cancellation policy. The registration and payment or purchase order must be received no later than April 20, 2018. A \$50 handling fee will be charged for checks returned for insufficient funds. Email taa@wa-acte.org with any cancellations or substitutions by April 20, 2018. Substitutions: Substitutions will not be accepted unless received in writing from the original registrant by April 20, 2018. Registrants unable to attend may send a substitute. A letter from the original registrant authorizing the substitution must be emailed to taa@wa-acte.org or faxed to 360-357-1491 by April 20, 2018. Cancellations: A \$100 cancellation fee (per person) will be charged for all refunds requested in writing by April 20, 2018. Request for refunds must be submitted in writing to taa@wa-acte.org or faxed to 360-357-1491. No refunds will be issued after April 20, 2018. Purchase orders will be billed a \$100 cancellation fee per registrant. No-shows will be charged the full amount. All requests must be made in writing. Any refunds will be issued by check. Refunds for online registrations paid by credit card will be issued by check. Online registration processing fees are non-refundable.

# Washington ACTE Membership Report For the Month Ending December 31, 2017

Previous Month	1620
30-Day Grace	33
New Members	2
Rejoined Members	15
Expired Members	32
Current Month	1638

	Previous Month 11/30/2017	Current Month 12/31/2017	Retention Goal 6/30/2018	Retention Goal %	Fiscal Year Net Gain/Loss
<b>WA-ACTE</b>	1620	1638	1836	-11%	-198
<b>ACTE</b>	531	480	519	-8%	-39
<b>Unknown Affiliation</b>	716	725			
<b>WACTA</b>	233	235	113	108%	122
<b>WAAE</b>	32	31	36	-14%	-5
<b>WSBEA</b>	132	132	156	-15%	-24
<b>WA-CCER</b>	47	47	59	-20%	-12
<b>FACSE</b>	163	173	210	-18%	-37
<b>WAME</b>	51	51	64	-20%	-13
<b>WITEA</b>	290	287	316	-9%	-29
<b>WASTS</b>	55	52	82	-37%	-30
<b>HSCTE</b>	39	41	42	-2%	-1



## Washington Association for Career and Technical Education 2018 Excellence Awards

The Washington ACTE® Excellence Awards promote excellence in Career and Technical Education. Washington ACTE has recognized those individuals who have made extraordinary contributions to CTE, programs that exemplify the highest standards, and organizations that have conducted activities to promote and expand CTE programs. Award winners serve as inspirational leaders to Washington ACTE: they embody the core values of serving their students and being committed to CTE. [Learn more about our past winners.](#)

Are you interested in reading tips on how to write a strong award nomination, or looking for resources to help you manage your awards program? Check out these resources and more on the new [Awards Resources page](#).

The Excellence Awards are presented at the Washington ACTE Awards Breakfast in conjunction with the [Washington ACTE Summer Conference](#). Please join Washington ACTE at this event celebrating career and technical educators who make a difference in students' lives every day!

<b>SECTION LEVEL</b> <a href="#">WACTA</a> <a href="#">WAAE</a> <a href="#">WSBEA</a> <a href="#">WA-CCER</a> <a href="#">FACSE</a> <a href="#">WAME</a> <a href="#">WITEA</a> WASTS <a href="#">HSCTE</a>	2017 Section Winners or 2018 Section Winners prior to May 1
<b>STATE LEVEL</b> <a href="#">WASHINGTON ACTE</a>	Section winners go on to the state competition. Nominations must be entered into the <a href="#">awards portal</a> by May 1, 2018. Awards are announced at the Summer Conference Awards Breakfast, August 7, 2018, at The Davenport Grand Hotel in Spokane. <b><i>Candidates must be a WA-ACTE Section winner and must be a WA-ACTE member for at least one year at the time of nomination for consideration at the state level.</i></b>
<b>REGION LEVEL</b> <a href="#">ACTE REGION V</a>	Washington ACTE state winners go on to the region competition. Applications must be updated and candidate must be a national ACTE member by March 1, 2019. Awards are announced at ACTE Region V Conference in April 2019.
<b>NATIONAL LEVEL</b> <a href="#">ACTE</a>	ACTE Region V winners go on to the national competition and are announced during the ACTE CareerTech VISION, November 28-December 1, 2019, in San Antonio, Texas.



The Washington ACTE® Excellence 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. Candidates and winners are recognized at four levels: section, [state, regional, and national](#). The Excellence Awards program has been integrated with [ACTE's High Quality CTE Framework](#).



There are eight (8) Excellence Awards:

***Please note: Candidates must be a WA-ACTE Section winner and must be a WA-ACTE member for at least one year at the time of nomination for consideration at the state level.***

- **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.
  - **Eligibility:** All candidates must be employed as classroom/laboratory CTE teachers at the middle/secondary school level and have at least 5 years of teaching experience at the time of initial nomination. Candidates must be a WA-ACTE Section winner and must be a WA-ACTE member for at least one year at the time of nomination for consideration at the state level.
- **Administrator of the Year:** This award recognizes administrative CTE professionals at the school, district, county, state, or federal level who have demonstrated leadership in ensuring teacher and student success and have made significant contributions toward innovative, unique, and effective Career and Technical Education programs.
  - **Eligibility:** All candidates must be employed as CTE administrators, program specialists, coordinators, federal or state department of education professionals, or other administrative professionals at the time of initial nomination. Candidates must be a WA-ACTE Section winner and must be a WA-ACTE member for at least one year at the time of nomination for consideration at the state level.
- **Postsecondary Teacher of the Year:** This award recognizes the finest career and technical teachers at the postsecondary level who have demonstrated innovation in the classroom, commitment to their students, and dedication to the improvement of CTE in their institutions and communities.
  - **Eligibility:** All candidates must be employed as CTE teachers at the postsecondary level at the time of initial nomination. Candidates must be a WA-ACTE Section winner and must be a WA-ACTE member for at least one year at the time of nomination for consideration at the state level.



- **Career Guidance Award:** This award recognizes school counselors and career development professionals who have demonstrated commitment to connecting students with opportunities for success, shown innovation in career exploration and development, and have advocated for CTE as a viable option for all students.
  - **Eligibility:** All candidates must be employed as school counselors and/or career development professionals at the time of initial nomination. Candidates must be a WA-ACTE Section winner and must be a WA-ACTE member for at least one year at the time of nomination for consideration at the state level.
- **New Teacher of the Year:** This award recognizes new CTE teachers who have made significant contributions toward innovative and unique Career and Technical Education programs and shown a professional commitment early in their careers.
  - **Eligibility:** All candidates must be employed as classroom/laboratory CTE teachers (at the middle, secondary, or postsecondary level) and must be relatively new to the teaching profession (3-5 years' experience) at the time of initial nomination. Candidates must be a WA-ACTE Section winner and must be a WA-ACTE member for at least one year at the time of nomination for consideration at the state level.
- **Teacher Educator of the Year:** This award recognizes teacher educators who have demonstrated innovation in teacher education, leadership in improving CTE, and commitment to preparing teachers to deliver high quality CTE programs.
  - **Eligibility:** All candidates must be employed as teacher educators at the time of initial nomination. Candidates must be a WA-ACTE Section winner and must be a WA-ACTE member for at least one year at the time of nomination for consideration at the state level.
- **Community Service Award:** This award recognizes individuals who have used CTE to make a significant impact on their community and demonstrated leadership in programs and activities that promote student involvement in community service.
  - **Eligibility:** All candidates must be current or retired CTE professionals at the time of initial nomination. Candidates must be a WA-ACTE Section winner and must be a WA-ACTE member for at least one year at the time of nomination for consideration at the state level.
- **Lifetime Achievement Award:** This award recognizes CTE professionals for their leadership on behalf of Washington ACTE, their innovations in CTE, and their contributions to the field over an extended period of time.
  - **Eligibility:** All candidates must be current or retired CTE professionals at the time of initial nominations. Candidates must be a WA-ACTE Section winner and must be a WA-ACTE member for at least one year at the time of nomination for consideration at the state level.

[Click here to learn more!](#)

All Excellence Awards are administered by the Washington ACTE Awards Committee (FAME 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](#).



If you have questions about the Washington ACTE Excellence Awards, please contact [taa@wa-acte.org](mailto:taa@wa-acte.org). **Deadline: May 1, 2018**