



**EXECUTIVE BOARD**  
**Meeting Minutes**

**Saturday, September 29, 2018**

**Call to Order and Roll Call:** The Washington ACTE Executive Board Meeting was called to order at 10:06 a.m. on Saturday, September 29, 2018, by President Shani Watkins. Tess Alviso, WA-ACTE Executive Assistant, conducted a roll call and determined a quorum was present.

**Executive Board Present:**

***Executive Committee***

President..... Shani Watkins  
Past President..... Kevin Plambeck  
President Elect..... Lew Keliher

***Executive Board Representatives***

Administration ..... Wes Allen  
Career Counseling & Employment Readiness ..... Nora Zollweg  
Family and Consumer Sciences..... Trudy Swain  
Marketing Education ..... Brenda Grabski  
Industrial Technology Education ..... Doug Merrill  
Skilled and Technical Sciences..... Chris Names  
Health Sciences..... Pam Reichel  
Awards Chair (Ex Officio)..... Vern Chandler

**Executive Board Absent:**

Agricultural Education ..... Nathan Moore  
Business Education ..... Matt Monnastes

**Staff Present:**

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

**Guests Present:**

CTSO..... Lori Hairston  
OSPI..... (GoToMeeting) Becky Wallace  
WTECB..... Eric Wolf

**The WA-ACTE Executive Board for 2018-2019 was sworn in by Past President Vern Chandler.**

**Agenda Changes:** The agenda was approved with the following additions:

- WITEA Letter to CWU
- Strategic Plan Discussion
- Affiliated Membership

**WTECB Report – Eric Wolf:**

- Perkins V very similar to Perkins IV
- 2019-2020 Transition Year
- Summer 2020
- Strengthening CTE for the 21<sup>st</sup> Century Act
- Six years (2020-2026)
- Local Needs Assessment (LNA) for school districts and CTCs
- Gives states more flexibility of discretionary funds
- Potentially allows federal funds to be used below grade 7, but state law policy would have to change
- Perkins V aligned with WIOA plan update

**OSPI Report – Becky Wallace:**

- Legislative Decision Packages
  - Increase access to CTE
  - Supporting equivalency work
  - Dual-credit
- Program approval
  - [OSPI CTE Course Program Approval Process](#)

**CTSO Report – Lori Hairston:**

- Meeting with Becky and staff at OSPI
- Waiting for grant packages to open
- CTSO Advocacy Day January 31, 2019
- Trying to pull Business & Industry into CTSOs
- Updating website and promotional materials

**Awards – Vern Chandler:**

- Some awards don't get recognized
- Vern asked sections to send in a list of their 2018 award winners so he can help the sections

**Calendar Update:**

- Send additions to [taa@wa-acte.org](mailto:taa@wa-acte.org)

**Consent Agenda:**

- Wes moved that the Consent Agenda be approved as presented. The motion was seconded by Chris and carried.
  - Approval of [August 4, 2018, Executive Board Meeting Minutes](#)
  - Financial Statements (August)
  - Executive Committee Reports
  - State of the Section Reports
  - Correspondence

**Action Items:**

- WOVE
  - Chris moved that the WA-ACTE Executive Board approve Executive Director Tim Knue to work with WOVE and lobby on the Association's behalf. The motion was seconded by Doug and carried.

**WITEA Letter to CWU:**

- Letter of support from WITEA to encourage CWU to continue its backing of the Technology Education teaching major.
- Doug moved that the WA-ACTE Executive Board supports the contents of WITEA's letter to CWU and that WA-ACTE also send a letter to CWU to support teacher education programs. The motion was seconded by Brenda and carried.

**Board Information & Learning:**

- Leadership Handbook – bring to future meetings
- Tim PowerPoint on Governance 101, Duty of Care, Duty of Loyalty, and Fiscal Responsibility
- Committees meet by GoToMeeting
- Consent Agenda
  - Take care of regular, mundane business
  - Pre-meeting homework
  - Items can be pulled for discussion

**Strategic Plan:**

- Shani reviewed her draft Strategic Plan
- Discussion regarding frameworks
- Live stream professional development
- Strategic themes more in alignment with Region V and ACTE
- Shani will send out Strategic Plan for feedback and follow-up in November

**Committee Work:**

- Legislative – Shani Watkins, Legislative Chair
  - 2019 draft Legislative Focus
  - Respond to remove draft
- Professional Development – Kevin Plambeck, Professional Development Chair
  - October 12 deadline for Fall Conference call for presentations
  - Turn-out critical for revenue stream
  - Summer Conference – sections one room to fill Tuesday/Wednesday
  - Sunday can be larger blocks
  - Final grids by May Board meeting
  - Survey Monkey in November
  - January plan to have draft grids
- FAME Committee – Shani Watkins and Vern Chandler, FAME Co-Chairs
  - Foundation
  - Awards – Vern Chandler, Awards Chair
    - 2019 awards updated in November
  - Membership – Lew Keliher, Membership Chair
    - Goal of increasing membership
    - Joint membership campaign with ACTE

- Affiliated membership
  - ... Section dues are all different
  - ... Unknown paid section if not paid through WA-ACTE
  - ...if you are a member of a section you also should be a member of WA-ACTE
  - ...if approved will require Bylaws change
- Engagement

**For the Good of the Order:**

- Tim and Lew attending and working on continuity plan
- Trainings for officer information
- Doug moved that WA-ACTE sections have an optional conference exchange program between sections to gain ideas. The motion was seconded by Chris and carried.

**Adjournment:**

- The meeting was adjourned at 4:19 p.m.

**Future Meetings:**

- November 15, 2018, 3:00 p.m. – 5:00 p.m., GoToMeeting
- January 26, 2019, 10:00 a.m. - 4:00 p.m., Red Lion Hotel Seattle Airport
- March 21, 2019, 3:00 p.m. - 5:00 p.m., GoToMeeting
- May 18, 2019, 10:00 a.m. - 4:00 p.m., Red Lion Hotel Seattle Airport
- August 3, 2019, time TBD, Davenport Grand Hotel, Spokane
- September 28, 2019, 10:00 a.m. - 4:00 p.m., Red Lion Hotel Seattle Airport