

Advance CTE Board of Directors' Meeting
MINUTES
September 28, 2021
Zoom call

BOARD ATTENDEES: Marcie Mack, Sarah Heath, Laura Scheibe, Thalea Longhurst, Donna Lewelling, Victoria Crownover, Katie Graham, Tiara Booker-Dwyer

NOT PRESENT: Cathie Raymond, Luke Rhine, Angel Malone

STAFF: Kimberly Green, Kate Kreamer, Tanya Powers, Krissy Haynes, Kevin Johnson, Nithya Govindasamy, Austin Estes, Sara Gassman

Welcome: Mack called the meeting to order at 2:05pm ET, welcoming everyone to the Advance CTE Board of Directors' Meeting. Mack welcomed and introduced two new Advance CTE staff members: Dr. Kevin Johnson, *Senior Advisor* and Nithya Govindasamy, *Senior Advisor*. Johnson shared that he will be working on the ECMC Fellowship program and the opportunity gap analysis workshops. He stated that he looked forward to supporting all state CTE directors. Govindasamy shared that she will be focused on equity and stimulus projects as well as *New Skills*. She stated she felt Career Technical Education was the future and was excited to work with and support all State Directors in helping ensure students are aware of all opportunities that are available to them.

Mack shared that Dr. Tunisha Hobson will be joining Advance CTE in October as the State Policy Manager.

Mack asked for approval of minutes from August 5, 2021.

**MOTION: To approve Advance CTE minutes from August 5, 2021, as presented.
Scheibe; Heath.
MOTION APPROVED.**

Mack asked for approval of the consent agenda.

**MOTION: To approve Advance CTE consent agenda, as presented.
Graham; Longhurst.
MOTION APPROVED.**

FY21 & FY22 Financial Summary: Haynes provided a summary of the fiscal year 2021 and fiscal year 2022 financials. The total income was \$955,054.74, which was 25 percent above budget. Advance CTE ended the year above budget due to exceeding membership, Spring Meeting and investment targets.

Haynes shared that the total expenses were \$534,789.74. This was 30 percent below budget due to no in-person meetings or travel. The net income was \$420,265 and was deposited into the Advance CTE reserves.

For fiscal year 2022, financials were reconciled through July 31, 2021 (8 percent of fiscal year). Haynes stated that everything is currently on track. The total income is \$415,056.67, which is 46 percent of the budgeted income. Haynes said this was mostly membership dues. The total expenses were \$40,070.27, which was 4.5 percent of the budgeted expenses.

FY22 Advance CTE Budget Modification: Haynes discussed the proposed budget modification for Advance CTE. Haynes shared that at the end of fiscal year 2021, Advance CTE received a \$25,000 contract from Wonder: Strategies for Good to lead a shared solutions working group on social capital. The work on the contract is happening in fiscal year 2022. The budget modification would carry forward the \$25,000 income. The estimated expenses for the project are \$2,500. The proposed modification increases the *Other Income* line by \$25,000 and the *Member Services* expenses line by \$2,500 resulting in a net income of \$23,260 for this fiscal year.

Mack asked for approval of the FY22 budget modification.

**MOTION: To approve FY22 Advance CTE budget modification, as presented.
Lewelling; Scheibe.
MOTION APPROVED.**

Board Appointments (Region C and Region B): Mack shared that there are two Board vacancies. Jeralyn Jargo, who represented Region C, retired. Advance CTE proposed that Colleen McCabe from Wisconsin serve as the Region C Board representative for the remaining balance of Jargo's term, which ends on June 30, 2022. Angela Kremers, who represented Region B, has moved to another role. Advance CTE proposed that David Horseman from Kentucky serve as the Region B Board representative until June 30, 2023, filling the balance of the vacated term.

**MOTION: Colleen McCabe to represent Region C until June 30, 2022, filling the balance of the vacated term.
Heath; Longhurst.
MOTION APPROVED.**

**MOTION: David Horseman to represent Region B until June 30, 2023, filling the balance of the vacated term.
Heath; Scheibe.
MOTION APPROVED.**

Personnel Policy Updates/Revisions: Haynes explained that revisions to the Personnel Policies were made to ensure they were up to date and accurate. They were largely minor changes and had not been sent to the attorney to review but the full set off policies would be sent in November when the updated *Telework Policy* is presented.

Haynes stated that the *Expense Reimbursement* policy was updated to state that employees must submit their reimbursement requests by the 7th day of each month. Previously, it was within 30 days. The revision allows for better management of the reimbursement process and ensures expenses are captured with the month-end closeout each month. The *Internet Postings/Social Media* policy was also updated to include a more comprehensive listing of social media and internet posting formats, including the addition of podcasts, blogs, Twitter, Instagram, and Tik Tok. In the *Outside Employment and Other External Activities* section, Haynes explained the term “outside employment” was clarified by including part-time and/or contract work. For the *Additional Leave* section, all employees will have paid leave between Christmas and New Year’s Day. Previously, probationary employees had to take unpaid leave during that period of time. Juneteenth was added to the organization's list of observed *holidays*. Haynes shared that earlier this year Juneteenth became a federal holiday. Advance CTE recognizes all federal holidays. Last, the *Health Insurance* section was revised to eliminate a paragraph regarding the premium payments for remote employees. Haynes stated that the organization was forced off of the grandfathered healthcare plan in April 2021, so now all employees will have a fully covered ACA PPO plan.

**MOTION: To approve Advance CTE Personnel Policy revisions, as presented.
Heath; Crownover.
MOTION APPROVED.**

Advancing Career Technical Education Leadership Award Winner Selection: Gassman summarized the criteria for the leadership awards. There were two categories that State Directors could have nominated themselves, other State Directors, or their staff for. The *State CTE Distinguished Leadership Award* recognizes and honors current and former state CTE leaders who have a distinguished history of service and have demonstrated the highest level of commitment to advancing a vision for high-quality CTE at the state and national levels. The *State CTE Leadership Rising Star Award* recognizes new state CTE leaders (less than five years) who are actively engaged with and dedicated to advancing a vision for CTE that is committed to quality, equity and access within their state. Gassman shared that the four nominations that were received were all for the *Rising Star Award*. There were three categories in the criteria for selection. Each nominee answered questions within those three categories. The four nominees were:

- Michelle Aldrich, State CTE Director, Wyoming
- Elizabeth Bennett, State CTE Director, Massachusetts
- Tiara Booker-Dwyer, State CTE Director, Maryland
- Clay Long, State CTE Director, Idaho

Heath asked if the Board could vote for more than one candidate. Gassman explained that the poll would only allow for one vote but there was an option to award two winners because there were not any nominations received for the *Distinguished Leadership* category. First, the Board

participated in the poll vote. Mack asked if the Board wanted to consider two winners. Graham recommended awarding two winners with the *Rising Star* award.

MOTION: To select two Rising Star Award winners; Tiara Booker-Dwyer, Maryland and Michelle Aldrich, Wyoming Graham; Lewelling.
MOTION APPROVED.

Heath stated that she was not clear on who qualified based on years of tenure. Green noted that in the future, Advance CTE could include those details in the nomination communication. Lewelling agreed that the additional information would be very helpful. Crownover asked if conversation should be had to recognize, honor, and award those in other membership categories that are not State Directors but have the tenure and leadership. Gassman shared the description criteria for the Distinguished Leadership Award in the chat and noted that based on the description, it would include other membership categories, specifically associate state members. Kreamer said that the Rising Star award is also inclusive of associate state members.

Organizational Position on Free Community College: Green said that the organization has followed the work around President Biden's variety of packages that are part of the *Build Back Better* campaign, specifically the *American Family's* plan that calls for free community college. Green shared that the provision has been moving through Congress as part of the *Reconciliation* bill. The organization's current Higher Education Act (HEA) recommendations, which are approved by the Board, do not include a position on a free community college program at the federal level. Green shared that the reconciliation bill calls for a new definition of community college. Area technical centers are not included in the provisions as institutions allowed to participate in the free community college program. Green noted that Advance CTE is working with ACTE to determine if the exclusion was intentional or unintentional. Green presented several discussion questions to the Board to initiate a conversation to help determine if the organization wants to take a position on the free community college program and add it to the current HEA recommendations.

1. Does your state have a free community college program in place, if so, can you share details? What makes it successful? What would you change?

Lewelling shared that Oregon has Oregon's Promise for high school students that meet specific criteria. If the student meets the criteria, it gives the student two years free at an Oregon public community college and does not include area technical centers or public four-year universities. Lewelling said she felt like it competed with the Oregon Opportunity Grant, which is a state needs program and is significantly underfunded. The opportunity grant program captures adult learners whereas the Oregon Promise program focuses on high school students. Lewelling stated it leaves a potential gap in funding for the adult learners.

Booker-Dwyer shared that Maryland has the PTECH high schools that allow students to obtain their associates degree. Through new legislation aligned with the *Blueprint for Maryland's Future*, dual enrollment opportunities allows for students to earn sixty credits towards a bachelor's degree and an opportunity for students to earn an associates degree at no-cost to the

student. Heath shared that Colorado has a program similar to Oregon's that primarily focuses on high-school students that meet specific criteria and does not capture adult learners. Heath noted that Tennessee may be a good resource for data because it has a free community college program in place. Mack said Oklahoma has Oklahoma Promise and is much like the program Oregon has, however it does include area technical centers. Mack stated that her concern with the provision is that it does not currently include area technical centers. Scheibe said that South Dakota has a program specific to the state's four public technical colleges called Build Dakota. The program is application based, open to learners of any age and offers full-tuition scholarships. Crownover and Kreamer noted in the chat that Tennessee's program called Tennessee Promise does include the colleges of applied technology.

2. How should a federal free community college program interact with or enhance your state's free community college program? How would the federal program interact with existing state programs?

Lewelling said the federal program would alleviate the financial burden from the state. Lewelling stated she was in favor of taking a position because it directly affects the students and aligns with the equity goals but she wants to ensure adult learners are captured. Longhurst said in Utah discussions about free technical colleges have received pushback from legislators because they want to target specific programs that align with high-demand jobs. Booker-Dwyer shared that federal support would help expand access in Maryland. Green asked Graham what her thoughts were on a federal program especially since Nebraska doesn't have any state programs. Graham shared that she is always in favor of supporting efforts that focus on the students.

Green shared that currently resources do not pay for dual enrollment programs or non-degree programs.

3. How should a free community college program interact with or support concurrent/dual enrollment?

Booker-Dwyer stated that although the federal program is limited, it was still beneficial. If the organization was to take a stance, Booker-Dwyer suggested including options for K-12 students. Green asked Board members to respond in the chat if they felt the organization should add a position to the HEA recommendations in support of free community college. In the chat, Booker-Dwyer said yes to supporting free community college. Longhurst responded that she was undecided and would want to have further discussions with higher education partners. Scheibe was not in favor of taking a position and suggested that the organization remained neutral. Mack shared if a position was taken, adjustments would need to be made. Heath agreed with Graham and expressed concern about too many divergences from the "double the investment" messaging about where the financial investment should go. Heath suggested that in future conversations, the organization could focus on the messaging of it's alignment across a CTE program of study to include courses that connect to a certificate or degree. Graham agreed with Heath. Crownover liked supporting free community college but also suggested that the organization remained neutral. Graham said it's important to be representative of all members. Scheibe and Mack both agreed that free community college is a great idea, however the program would need further discussion and specific modifications to be representative of all members and fear that the

conversations would result in a political stance. Booker-Dwyer felt the federal program aligned with *CTE Without Limits*. She also noted that studies show that the cost of a college education is often a barrier for students and can impact their decision to pursue a degree.

Green provided a summary of the discussion stating there were not enough votes to take a fully proactive position, however, the discussion helped provide information that will help the organization ensure that any recommendations that move forward, is advantageous for CTE and aligned with *CTE Without Limits*.

Mack adjourned the meeting at 3:03 p.m. ET.