



FY 2020 State Membership Final Guidance

On Today's Webinar



- Overview of state membership policy and guidance
 - Brief Q&A
- Walk through the process to affirm/change state members
 - Brief Q&A
- Timeline/Next Steps

State Membership Structure

“Beginning Fiscal Year 2018 (July 1, 2017), each state membership will cover up to five individuals, including and selected by the State CTE Director.”

- State Director is the only required member
- Only State Director may add or change individuals
- All memberships are valid from July 1 to June 30
- No impact on state dues
- May add more than five for cost of relevant membership type
 - All state memberships must be paid for by agency that employs the State CTE Director

Role of the State Director



- This does not change who/how State Director is identified
- State Director retains the vote on behalf of the state for all Advance CTE membership votes
- This does not change the governance of Advance CTE or who can serve on the Board
- Participation in expanded state membership is voluntary

Who Is Eligible?

- Any state member must qualify as an Advance CTE **Associate, State** or **Associate, Non-state** member
- **Associate, State member (\$75)**: Employees who work in state government such as state agencies, governor's office, higher education systems, etc.; must live in a state with an active Advance CTE membership.
- **Associate, Non-state member (\$100)**: An individual who is directly employed by the educational delivery system but is not a state employee, including local administrators, teachers, and faculty; must live in a state with an active Advance CTE membership.

Who Is Not Eligible?



- Advance CTE organizational members:

- Representatives of any organization, including non-profit and for-profit organizations, national or state associations, consulting firms, other businesses and corporations.
- Non-members who work for entities that meet the “organizational member” criteria (including such as state chambers of commerce, business organizations, etc.)
- Vendors
- Contractors or consultants even if they are employed by a state agency

Exceptions



- State ACTE Executive Directors
- State CTSO Advisors
- Individuals who may not be employed by a state but are appointed or elected to a governing body that has authority or influence over CTE; and
- Executive Directors of the state's CTE administrator organization

Can A Person Become Ineligible?



- Individuals may become ineligible if they leave their positions
- Responsibility of State Director to notify Advance CTE of change

State Membership Composition



- **Hawai'i**
- State Members
 - State Perkins Manager, State CTE Office
 - Local Postsecondary Perkins Manager, University of Hawai'i
 - K12 Counterpart, Hawai'i Department of Education
 - State Workforce Partner



State Membership Composition

- **North Carolina**
- State Members
 - 6 State CTE Office Staff
 - Department's Chief Academic Officer
 - Postsecondary Counterpart
 - State Workforce Partner



Questions?

Unmute your phones or type a question into the chat box

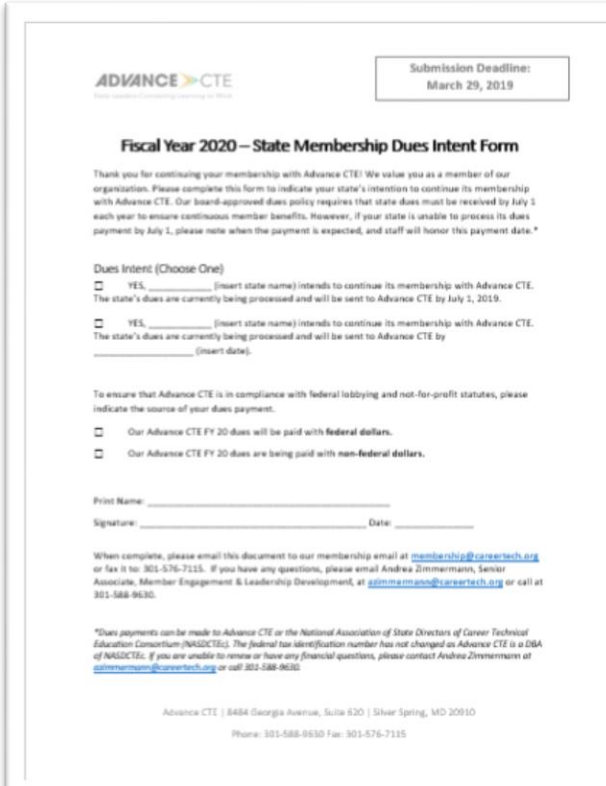
Submitting Your State Members



- Two-step process
 - Annual dues intent form
 - “Renew State Membership” form at careertech.org
- High-level Timeline:
 - 2/26 – Receive dues intent form, FAQ and resources from Advance CTE
 - 2/26-3/29 – Complete and submit dues intent form and online “State Membership” form
 - No later than 5/15 – Advance CTE sends state dues invoices to State Directors

Dues Intent Form

- Indicate:
 - When dues will be received
 - To be paid with federal or non-federal funding
- Written signature required
- Email it back to Advance CTE
- Deadline to submit: **March 29**



The image shows a document titled "Fiscal Year 2020 - State Membership Dues Intent Form" from Advance CTE. At the top right, a box indicates the "Submission Deadline: March 29, 2019". The form includes a thank-you message, instructions to complete the form to indicate the state's intention to continue membership, and two radio button options for "Dues Intent (Choose One)": "YES, [state name] intends to continue its membership with Advance CTE. The state's dues are currently being processed and will be sent to Advance CTE by July 1, 2019." and "YES, [state name] intends to continue its membership with Advance CTE. The state's dues are currently being processed and will be sent to Advance CTE by [insert date].". Below this, there are two radio button options for funding: "Our Advance CTE FY 20 dues will be paid with federal dollars." and "Our Advance CTE FY 20 dues are being paid with non-federal dollars.". The form also has fields for "Print Name" and "Signature" with a "Date" field. At the bottom, it provides contact information for membership@careertech.org and a phone number 301-588-9630. A small note at the bottom states: "Dues payments can be made to Advance CTE or the National Association of State Directors of Career Technical Education Consortium (NASDCTE). The federal tax identification number has not changed as Advance CTE is a DBA of NASDCTE. If you are unable to receive or have any financial questions, please contact Andrea Zimmermann at zimmermann@careertech.org or call 301-588-9630."

State Membership Portal

- One-stop shop for state membership resources and forms: careertech.org/state-membership

The screenshot displays the top navigation bar of the Advance CTE website. The 'Logout' button is circled in red. The main navigation menu includes: Who We Are, Career Technical Education, CTE in Your State, Policy & Legislation, CTE: Learning that Works for America, Resource Center, News & Events, and Members (circled in red). The main content area features a banner for the '2017 Advance CTE Spring Meeting' and a 'FROM THE BLOG' section with three articles.

[Logout](#) [View Account »](#) [Get Involved »](#) [CTE Blog »](#) [Twitter](#) [Facebook](#) [LinkedIn](#) [YouTube](#) Search

ADVANCE > CTE
State Leaders Connecting Learning to Work

Who We Are ▾ Career Technical Education ▾ CTE in Your State ▾ Policy & Legislation ▾ CTE: Learning that Works for America ▾ Resource Center News & Events ▾ **Members ▾**

2017 Advance CTE Spring Meeting
May 2-4, 2017 - Washington, D.C.
[Join CTE Leaders in Washington, D.C.](#)

FROM THE BLOG

- [Looking Towards the Next 100 Years of CTE](#)
- [As Dust Settles from Presidential Transition, A Path for Perkins Emerg](#)
- [State Research Shows Positive Outcomes for CTE Students](#)

[Read More](#)

Online State Member Form

- Submit your state members using this form
- You must be logged in to access this form
- Only State Directors can see and access this form
- Deadline to submit: March 29
- Will receive confirmation email after submitting

Who We Are - Career Technical Education - CTE in Your State - Policy & Legislation - CTE Learning that Works for America - Resource Center - News & Events - Members -

Renew State Membership

Start Add New Members Preview Complete

State Director

First Name

Last Name

Email

State

State

Number of 2017-18 Members

Current Members

First Name

Last Name

Employer

Job Title

Continue Membership?

First Name

Last Name

Employer

Job Title

Continue Membership?

First Name

Last Name

Employer

Job Title

Continue Membership?

First Name

Last Name

Employer

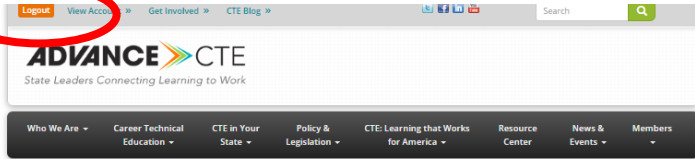
Job Title

Continue Membership?

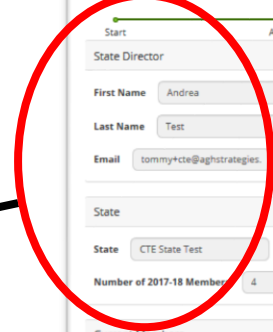
Any members beyond the four allotted spots will be added to the state dues invoice for the cost of the relevant membership type

[+ Add New Members](#)

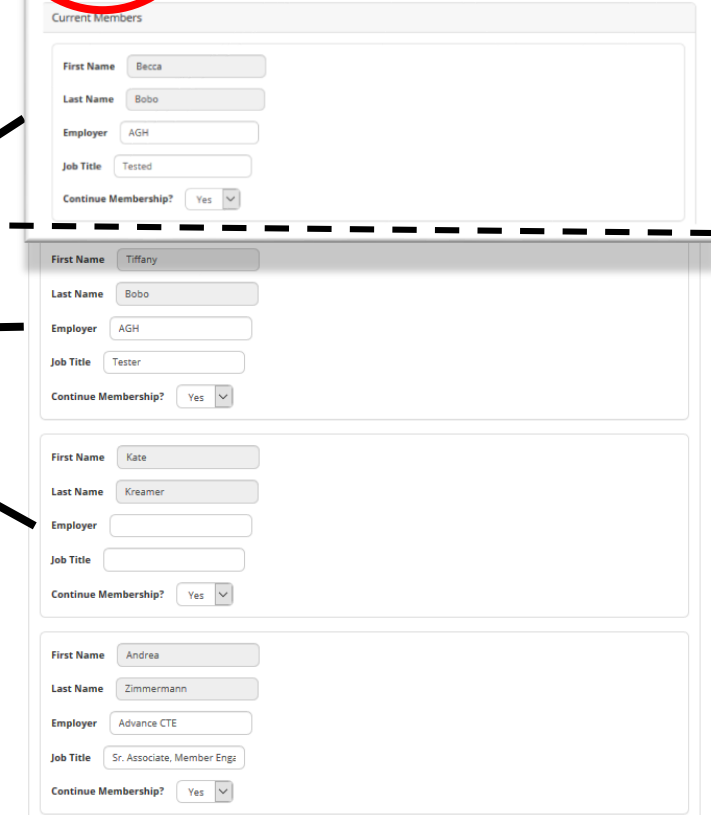
You **must** be logged in



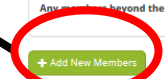
If logged in, your name and state will appear here



Verify or remove existing state members by selecting Yes or No



Ready to add your new members? Click the green button



State Member Dashboard

- Only State Directors can see and access this dashboard
- Link found on State Membership webpage
- Shows all state members (active and incoming)
- After July 1, State Directors may initiate add/change requests through this dashboard

My State Members

This dashboard gives you a real-time view of the individuals covered by your state membership. During the months of April through June, you will see both those individuals currently covered by the membership and those who will be active starting July 1. The "end date" should be used as a reference to understand who is active or not.

If you have any questions about the dashboard, please contact Andrea Zimmermann, azimmermann@careertech.org, or call 301-588-9630. To make a change your state membership, please fill out this form.

First Name	Last Name	Email Address	Job Title	Employer	Start Date	End Date
Andrea	Test	tommy+cte@aghstrategies.com			July, 01, 2017	June, 30, 2018
Kate	Kreamer	kkreamer@careertech.org		Advance CTE	July, 01, 2017	June, 30, 2020
Tiffany	Bobo	tommy+tiffany@aghstrategies.com	Tester	AGH	July, 01, 2017	July, 31, 2021
Becca	Bobo	tommy+becca@aghstrategies.com	Tested	AGH	July, 01, 2017	July, 31, 2021
Andrea	Zimmermann	azimmermann@careertech.org	Sr. Associate Member Engagement	Advance CTE	July, 01, 2017	June, 30, 2037

Questions?

Unmute your phones or type a question into the chat box

Timeline and Next Steps



- **Timeline**

- 2/26 – Receive by email -- Dues Intent Form, FAQ and resources from Advance CTE
- 2/26-3/29 – Complete and submit Dues Intent Form and online “State Membership” form
- No later than 5/15 – Advance CTE sends state dues invoices to State Directors
- 7/1 – All state members receive an email from Advance CTE about how to maximize their membership

Thank You!



- For any questions, contact Andrea Zimmermann, azimmermann@careertech.org or 301-588-9630