

**Advance CTE Board of Directors' Meeting
MINUTES**

June 20, 2018
2:00 - 3:00 p.m.

ATTENDEES: Lee Burket, Jeralyn Jargo, Pradeep Kotamraju, Eleni Papadakis, Rich Katt, Thalea Longhurst, Charisse Childers, Sarah Heath, Sheila Ruhland, Meg Harvey

STAFF: Kimberly Green, Kate Kreamer, Shannon Johnson

ABSENT: Rod Duckworth, Bernadette Howard, Jean Massey

WELCOME: Pradeep Kotamraju called the meeting to order at 2:03 p.m. and greeted the Board.

Review and Approval of April 3, 2018 Minutes: Kotamraju asked if the Board had any amendments to the minutes from April 3, 2018 Board meeting. Heath gave a brief review of the minutes and asked for a motion to approve them.

**MOTION: To approve the April 3, 2018 Board minutes, as presented.
Burket, Papadakis.
MOTION ADOPTED.**

Review and Approval of the April 3, 2018 Joint Board Meeting: Heath gave a brief review of the joint Board meeting minutes and asked for a motion to approve them.

**MOTION: To approve the April 3, 2018 Joint Board Meeting minutes, as presented.
Burket, Jargo.
MOTION ADOPTED.**

Review of FY19 Budget and Expenses: Green gave a detailed overview of the FY19 budget and expense details. Kreamer provided details on potential funding from The Bill and Melinda Gates Foundation for the Career Clusters work and other projects.

Kotamraju asked for a status update on hiring someone for open the finance position. Green explained that Krissy Haynes is doing our bookkeeping work (as a contractor); Shannon Johnson will be taking on finance responsibilities gradually over the next few months.

Childers asked for more detail about the fall meeting/spring meeting budgets. Green explained that the budget includes direct costs only, not staff time/benefits. Green explained that there are some increases to the budget and provided the following as explanations for those increases:

- The external meeting planner's fees have increased;
- One-time investments in meeting related hardware, such as projectors and a new meeting laptop;
- Increase in number of staff means that there will be an increase in staff-related travel expenses (covering their time, travel, and meals) for spring and fall meetings; and

- The hotel and catering costs are increasing 10% in fall and 15% in spring.

Harvey asked for an explanation for the Vermont contract. Green said that the Vermont contract is a fee-for-service arrangement to support Vermont's State Director in strategic planning and setting of a statewide vision for CTE. Harvey asked if this is something Advance CTE could do for other states. Green responded yes, Advance CTE is happy to conduct fee-for-service work for states.

Harvey ask what the difference is between The Center to Advance CTE and Advance CTE. Green explained that Advance CTE is the 501(c)(4) non-profit, membership organization; the Center to Advance CTE is the 501(c)(3) organization through which the majority of our grants are processed.

**MOTION: To approve the FY19 Budget and Expenses, as presented.
Katt, Papadakis.
MOTION ADOPTED.**

Acknowledgement: Following the budget discussion Green acknowledged that Kotamraju's service as President was coming to a close and that this was the last Board call for Katt and Papadakis. Green thanked them all for their service and leadership. Katt and Papadakis responded with gratitude. Kotamraju also gave thanks to Katt and Papadakis for their service to the Board.

Perkins Reauthorization Bill: Green said that the markup was scheduled to take place on June 26. Both Democrats and Republicans have said that the likelihood of the bill being approved is greater than 90%. Advance CTE has made an outreach to a couple other partner organizations about analysis and developing tools, such as a state plan and local needs assessment template. Green also shared that the House recently passed an additional \$102 million for Perkins out of the Appropriations Subcommittee. This was a direct request from the Chairman and a positive turn for CTE.

Finally, Green shared that Scott Stump has been nominated as Assistant Secretary for Career, Technical, and Adult Education at the Department of Education, which the HELP Committee will vote on during the Perkins markup.

Kotamraju called the Advance CTE Board Meeting to a close at 2:44 p.m.