**The Center to Advance CTE Board of Directors’ Meeting**

**CONFERENCE CALL MINUTES**

June 25, 2018

1 – 2 p.m.

**ATTENDEES:** Pradeep Kotamraju, Rod Duckworth, Bernadette Howard, Jennifer Grove

**STAFF:** Kate Kreamer, Shannon Johnson

**ABSENT:** Sarah Heath, Cheryl Carrier, Hillary Wells, Kim Green

**Welcome, Overview of Agenda:** Kotamraju welcomed everyone to the call and the meeting to order at 1:05 pm.

**Perkins Reauthorization Bill:** Kreamer gave an update on the state of Perkins and our work on editing the bill. She explained that Green would be unable to attend the call because of this work.

**Overview of Proposed FY19 Budget:** Kreamer gave a high-level overview of the budget and explained how the numbers were compiled. The organizational split is 46% Advance CTE, 54% The Center, which represents a major shift from a few years ago. Additionally, Kreamer gave overview of grants income and potential future grant work. Kreamer identified a few areas worth note, including:

* Per the new MOU with ACTE, The Center has discontinued our revenue share and put a cap on our expenses at $10,000. The Career Cluster projected expenses have increased, as we will begin the revision work this fiscal year. There are discussions with The Bill and Melinda Gates Foundation about a grant that will at least partially support this work.
* The new Double the Investment Campaign, which is split with Advance CTE, will launched this year.

Kreamer explained that the office is moving to another suite and what those expenses mean to next year’s expenses. She explained that the building is offsetting some of the moving costs and offering nine months free rent.

Kreamer called for questions. Kotamraju asked if technical assistance and implementation support for Perkins comes out of the Advance CTE or The Center budget. Kreamer replied that Perkins support would come out of the Advance CTE budget. However, we are pursuing a grant that will offset some of the costs associated with that support. Once we get the grant, that work would likely need to move to The Center. The Center will reimburse Advance CTE for the cost of this work.

Jennifer Grove asked if Board expenses are project based or general and administrative. Kreamer said that the view is that the Board is advancing our mission, vision, and goals and therefore is not considered G&A.

**MOTION: To approve the FY19 Career Technical Education Foundation Budget.**

**Howard, Grove.**

**MOTION ADOPTED.**

**Approval of April 3, 2018 Spring Board Meeting Minutes:** Kotamraju provided a summary of the minutes and called for a motion to approve.

**MOTION: To approve the April 3, 2018 Spring Board Meeting Minutes.**

**Howard, Duckworth.**

**MOTION ADOPTED.**

**Approval of Joint Board Meeting Minutes:** Kotamraju provided a summary of the minutes and called for a motion to approve.

**MOTION: To approve the April 3, 2018 Joint Board Meeting Minutes.**

**Howard, Grove.**

**MOTION ADOPTED.**

**The Center to Advance CTE Board Vacancies:** Kreamer stated that Hillary Wells, Public Board Member, will be declining a second term on the Board thus opening this board position. Kreamer then stated that Tom Bailey, Dean of Teachers College at Columbia University has not responded to communications after initially indicating interest in participating on the Board.

Kreamer shared that other candidates are being evaluated but welcome any recommendations by the Board. Jennifer Grove suggested that we look for someone from the Manufacturing Institute, the SkillsUSA Board of Directors, or U.S. Chamber of Commerce. Grove also mentioned Nicole Smith from Georgetown Center on Education and the Workforce, Michael Smith from My Brother’s Keeper, and StriveTogether as organizations to consider for the Board or other partnerships. Kotamraju indicated that he has a contact within the Iowa Chamber of Commerce

Hearing no other items for discussion, Kotamraju called for a motion to adjourn the meeting.

**MOTION: To adjourn The Center to Advance CTE Board of Directors’**

**conference call.**

**Duckworth, Howard.**

**MOTION ADOPTED.**

Kotamraju called the The Center to Advance CTE Board Meeting to a close at 1:42 p.m.