

The Center to Advance CTE Board of Directors' Meeting
MINUTES
March 10, 2021
Zoom call

ATTENDEES: Sarah Heath, Laura Scheibe, Bernadette Howard, Alex Harris, Nicole Smith, Wendi Safstrom

NOT PRESENT: Marcie Mack

STAFF: Kimberly Green, Kate Kreamer, Austin Estes, Katie Fitzgerald, Krissy Haynes, Scott Stump

Welcome: Heath called the meeting to order at 4:00 p.m. ET, welcoming everyone to The Center to Advance CTE Board Meeting.

Financial Reports: Scheibe gave an overview of the FY21 financials, which have been reconciled through January 31, 2021 or 58 percent of the fiscal year. The Center has received 91 percent of budgeted income. The following three grant payments were received in January:

- PAYA in the amount of \$50,000
- GATES CHSA in the amount of \$23,000
- Strada in the amount of \$25,000

Interest is doing well at 172 percent above target, which is so high due to conservative budgeting.

Expenses are at 41.5 percent of the budgeted target. Expenses are primarily staff related costs, rent, technology subscriptions, and audit and accounting fees. The Center is below budget with the New Skills, Joyce 2, Board, and Development projects due to travel restrictions from the pandemic. The Gates 2 grant received a no-cost extension through May 31, 2021.

The investments are still doing well. They are at an 11.66 percent overall rate of return and 20.94 percent equity only rate of return.

Heath asked for approval of the Center financial reports.

MOTION: To approve the Center financial reports, as presented.
Howard; Harris.
MOTION APPROVED.

Budget Modification: Kreamer gave an overview of the new grants and proposed budget modification that incorporates these new grants. The Center received a one-year, \$100,000 extension to the PAYA grant, which is for year three of a four year grant. The Center also received a new sub-contract with ACTE to support work in Iowa, a new grant from Strada to support the Vision release, a \$1.25M grant from the ECMC Foundation, and two sub-grants with

Gates and the ECMC Foundation through the College in High School Alliance. Kreamer explained that The Center adjusted the *New Skills ready network* grant to align with the organization's reporting periods, which delayed the second payment which will now be received in FY22. The total for the modification requested is a net reduction of \$42,521.10.

Heath opened the floor to questions. Harris asked if staff are able to make any budget adjustments up to a certain amount or if even minor adjustments need to have Board approval. Kreamer responded that since the Board approves the fiscal year budget that all new grants that need to be added to the budget, as well as increases and decreases to existing grants, are sent to the Board for approval. Green stated that the Board approves top-line income and expenses, but that the organization has autonomy within each grant to move between items. She said it was worth asking the question to the finance committee.

Heath asked for approval of the budget modification.

**MOTION: To approve proposed budget modification, as presented.
Harris; Howard.
MOTION APPROVED.**

Public Member Election: Kreamer explained that Alex Harris' first-term ended in June 2020, and he agreed to a second term that back dates to July 1, 2020.

Heath asked for approval of Alex Harris serving a second term on The Center's Board.

**MOTION: To approve Alex Harris for a new Board term running from July 1, 2020 – June 30, 2023.
Howard; Scheibe.
MOTION APPROVED.**

Strategic Planning: Green divided everyone into breakouts to discuss three questions based on the strategic plan:

1. How can we better connect with the constituency you represent/leverage your expertise in the Center's work?
2. What is the most important and urgent work still to be attended to?
3. What is the work we should be doing but currently are not?

Once the groups returned from the breakouts, Heath asked for reflections from each group. Heath shared that her group discussed ways that Advance CTE and State Directors can better connect with employers. *CTE Without Limits* directly correlates to work that SHRM has and some of their pillars. They also had conversations around competency-based hiring as well as doing pilots once the vision is released. Safstrom states that they are excited to bring the employer communities together to align more closely with where Advance CTE is going and the business they have in hand. There is an opportunity to pull the two stakeholder groups together. One of SHRM Foundation's pillars moving forward is helping people get back into the workforce as quickly as possible, so competency-based hiring and industry-recognized

credentials are increasingly important. She hopes the SHRM Foundation can be leveraged as a resource to help Advance CTE.

Harris spoke about the importance of engaging philanthropy not only for grant making but also as thought partners with the scoping and problem-solving aspects of the grant. Another topic his group discussed was ways in which Advance CTE can be in a position where they can architect local and national philanthropic relationships around a set of state projects in order to expand the number of partners that are focused in this scope of work?

Kreamer's group focused around the vision. Smith helped flag opportunities at Georgetown's Center for Education and Workforce that Advance CTE should be more connected to. The group also discussed thoughts of how to encourage Secretary Cardona's interest in CTE and build that into the federal policy strategy. Additionally, the group discussed how important it is to continue to push equity forward. They discussed ways to make sure metrics around equity are intentional. Last, they revisited the important work around *CTE Without Limits*, specifically credit agreements across states.

Heath adjourned the meeting at 4:51 p.m. ET.