

Center to Advance CTE Board of Directors' Meeting
MINUTES
BWI Marriott Hotel
Linthicum, MD
October 23, 2016

Attendees: Rod Duckworth, Jo Anne Honeycutt, Pradeep Kotamraju, Tim Hodges, Phil Cleveland

Absent: Cheryl Carrier

Staff attending: Kate Kreamer, Kimberly Green, Ashleigh McFadden

Welcome and Overview of Agenda: Honeycutt welcomed the Board to The Center to Advance CTE's meeting and gave an overview of the meeting agenda.

Review and Approval of Center to Advance CTE Board Minutes: Cleveland presented the minutes from the June 23, 2016 Center to Advance CTE Board of Directors' Meeting held via conference call. No corrections were made.

**MOTION: To approve the June 23, 2016 Center to Advance CTE Board Minutes.
Duckworth; Kotamraju.
MOTION ADOPTED.**

FY16 Financial Reports: Cleveland presented an overview of the Center to Advance CTE FY 2016 financial reports. Cleveland and Green explained the reimbursement expenditure line item, which is where Advance CTE reimburses the Center to Advance CTE for certain activities, including the Excellence in Action awards and Learning that Works for America campaign resources. This was a lower amount than originally budgeted, since there were fewer Excellence in Action awards given than planned, the Board chose to not pursue the CCTC alignment study, and the staff was unable to dedicate time to the Learning that Works campaign due to prioritization of fundraising, specifically the acquisition and kick off of the New Skills for Youth grant. Finally, the Center could restore a bit over \$25,000 back into reserves due to a very productive year.

**MOTION: To approve the FY 2016 Center to Advance CTE Financial Reports as presented.
Hodges; Duckworth.
MOTION ADOPTED.**

FY17 Financial Reports: Cleveland presented an overview of the FY 2017 financial reports, with a note that proposed budget modifications would be treated as a separate motion for approval. Cleveland explained that the grants will help substantially with salaries and time spent on various activities. Green added that we will be carrying out an analysis to test our projections of time spent on Foundation and Association activities and that going forward we will decide whether or not it makes sense to continue selling products.

Honeycutt asked if we feel good about the MOU with ACTE. Green and Kreamer responded that there have been some disagreements about how the revenue sharing should work in this first year, and in perceived roles – ACTE sees our role solely as bringing in more registrants, rather than providing quality sessions and aligning the overall CTE enterprise with the National Career Clusters Framework. The Board suggested that we should start considering the terms and priority of this partnership going forward, as we approach year three, the final year, of the MOU.

**MOTION: To approve the Center to Advance CTE 2017 budget modifications as presented.
Duckworth; Kotamraju.
MOTION ADOPTED.**

**MOTION: To approve the Center to Advance CTE's FY17 financial reports as presented.
Kotamraju; Hodges.
MOTION ADOPTED.**

Approval of new board member Hillary Wells: Honeycutt introduced the topic of approving a new Center to Advance CTE board member Hillary Wells, of WGBH. Wells bio was provided to the Board in the Board book.

Hodges asked what sort of organization WGBH is and the work that it conducts. Green responded that WGBH is a public television affiliate in Boston. WGBH is responsible for the majority of PBS's education programming content. Green met Wells through a grant that WGBH has from the National Science Foundation that is focused on preparing mentors for middle grades students to increase the STEM/CTE pipeline. WGBH's work in this space has included a lot of polling about public perceptions, which will be of great value to inform the Siemens Foundation work being conducted by The Center to Advance CTE.

**MOTION: To approve new Center to Advance CTE Board member, Hillary Wells.
Hodges; Duckworth.
MOTION ADOPTED.**

Honeycutt closed the meeting at 4:55 p.m. ET.