

Advance CTE Board of Directors' Meeting

**MINUTES**

January 26, 2017

1 – 2 p.m. ET

**Attendees:** Jo Anne Honeycutt, Pradeep Kotamraju, Vanessa Cooley, Marie Barry, Lee Burket, Jean Massey, Kathleen Cullen, Charisse Childers, Rich Katt, Thalea Longhurst, Sheila Ruhland, Eleni Papadakis

**Absent:** Phillip Cleveland, Rod Duckworth, Jean Massey

**Staff:** Kimberly Green, Kate Kreamer, Andrea Zimmermann, Sherry Quinn

**Guest:** Steve Voytek

**Welcome and Overview of Agenda:** Honeycutt welcomed the Advance CTE Board and staff to the call.

**Review and Approval of Minutes:** Honeycutt asked for a motion to approve the October 17, 2016 Advance CTE Board of Directors' Minutes.

**MOTION:**       **To approve the October 17, 2016, Advance CTE Board Minutes  
Katt, Barry.  
MOTION APPROVED.**

**Staff Update:** Green provided an update on the Advance CTE staff, noting that Steve Voytek has taken a position with ACT. This was also shared with the Board in the December Board Update. The federal policy position has been announced; Green will carry these responsibilities until the position is filled. Green noted Perkins may see movement in March.

**Proposed FY18 State Dues:** Consistent with the Board approved dues policy, Green presented the proposed FY18 state dues increase of 2.1%. This percentage increase represents the 12- month change in the national consumer price index (CPI), December to December. This increase equals \$11,390 over FY17. Burket stated the Board needs to revisit the policy of continued increases given states' budgets are not necessarily increasing at the same rate of the CPI. Honeycutt suggested we go forward as presented and that we re-visit the issue and current policy during the May Board meeting.

**MOTION:**       **To approve FY 18 state dues increase of 2.1% over FY17 state dues.  
Cooley, Howard.  
Opposed: Burket.  
MOTION APPROVED.**

**Proposed Budget Modification:** Kreamer presented the proposed budget modification with a request for an additional \$12,929. One of the main proposed expenses is renewing our web hosting contract, as we used up all of our hours on the new membership database and making necessary changes given the increased traffic from the Learning that Works Resource Center. We also plan to start work on a members-only clearinghouse this fiscal year. Other costs included a postcard mailing to members celebrating CTE month, moving to a new webinar platform, and professional headshot photos for our staff to increase visibility. Questions were asked for; none replied.

**MOTION:**       **To approve FY 18 budget modification, as presented.**

**Ruhland, Papadakis.**  
**MOTION APPROVED.**

**Proposed CTSO Liaison Policy:** Kreamer shared that Advance CTE currently has liaisons from its Board of Directors assigned to four career technical student organizations (CTSOS) - DECA, SkillsUSA, National FFA and HOSA. Three of the four CTSO liaison positions are currently filled (DECA has gone unfilled). The goal of a formal liaison policy is to ensure more clarity and consistency in the definition of a liaison while maintaining strong relationships with these CTSOs. Kreamer shared that the new proposal features two-year terms, with each liaison committing to annually attend at least one meeting in person and two others virtually. If liaison position goes unfilled for over six months, other State CTE Directors could fill those positions with additional back up support from Advance CTE staff. To offset the change, Advance CTE would add a standing agenda item to our Spring Board Meeting where we would invite CTSOs to join and have a cross-organizational discussion.

**Discussion:** Barry likes the idea to bring groups together through joint meetings and also the idea of extending beyond the current CTSOs with liaisons. She noted it will be a better use of liaison time than to attend in person every meeting. Cullen stated she is one of the liaisons and has struggled with the time commitment. Howard stated she has the opposite experience, noting little is asked of her. General discussion continued around the program's background and potential and consequences of opening it up to other CTSOs. Honeycutt asked for a motion to approve the new policy with the caveat that if we find we need to adjust the CTSOs involved, those changes can be made later.

**MOTION: To approve CTSO policy, as presented.**  
**Ruhland, Cullen.**  
**MOTION APPROVED.**

**Update to Federal Policy Recommendations:** Green introduced Steve Voytek as a guest speaker to present the updated Higher Education Act (HEA) and Perkins reauthorization recommendations. Given the current environment (namely the interest in charters, vouchers and private schools), it was being recommended that the Perkins recommendations point to the existing permissiveness of Perkins (section 317) to permit private schools to access publicly funded CTE programs. The goal is to highlight that existing statute provide opportunities for public CTE charters and for private school students to participate in public CTE, so no additional leniency is needed in the reauthorized law.

**MOTION: To approve the updated Advance CTE Perkins reauthorization recommendations as presented.**  
**Howard; Katt.**  
**MOTION APPROVED.**

Voytek presented updated HEA recommendations. Specific recommended changes included an addition of language to support an ongoing commitment to something similar to TAACCCT grant, an addition of a recommendation regarding accreditation and some minor conforming edits to align recommendations related to common performance metrics.

**Discussion:** The question was raised regarding the TAACCCT-like recommendation and the whether request for new funding to support this activity versus the way the language appears to be drafted, which might allow for redirection of existing funds to support the proposal. Voytek shared that others are also supporting this recommendation, such as the National Skills Coalition.

One thing Voytek wants to avoid is tying a specific funding amount instead a general funding stream, and no specific dollar amount is asked for. Papadakis voiced concern that the Administration will remove funds from discretionary grants before it will reduce funding for formula-driven programs; further, many states are feeling the fatigue from applying for grants. There was general agreement to amend the recommend to suggest that if a TAACCCT-like program were established, it should come with new funding.

**MOTION: To approve the updated organizational HEA reauthorization recommendations as amended.  
Papadakis, Ruhland.  
MOTION APPROVED.**

**Proposed State Membership Board Policy & Governance Update:** Zimmermann presented the State Membership Board Policy proposal stating an enormous amount of work went into the creation of the document, informed by extensive outreach to/input from the membership (47 State CTE Directors). As a result of this extensive input, some changes have been made to the proposal including expanding the list of “exceptions” of individuals who might be covered by the membership, as well as calling the new structure an expansion of “state membership” rather than a “state team.” Further, the policy and guidance both make clear this is voluntary. A state can choose if and how to fill its five membership slots. The Board was presented with two documents to review - the Board policy and draft guidance or FAQs to help the state navigate this transition. The policy is what requires Board approval. The guidance/FAQs are how Advance CTE and members operationalize the policy and will be a living document.

Zimmermann walked through the structure, sharing that the membership includes up to five individuals including the State Director, but more individuals can be added for an additional fee. State Directors can the change individuals one-time during the membership year, with the exception that the State Director position is transferrable at any time within the membership year.

**Discussion:** There was an extended discussion on several points concerning the proposal, including concern for flexibility in naming the individuals covered with the extended state membership, legal and federal funding ramifications on the use of “individual,” and operational roll-out. There was a motion to approve with modifications, but Honeycutt called for changes to the proposal to be made first and voted on later through an electronic ballot. Green shared she would reach out to Michael Brustein to inquire about any issues around compliance with federal regulation and concerns related to individual benefit of membership. In this discussion, Green pointed out our bylaws do not define who can be designated as State CTE Director. Kreamer pointed out the next Board call in March is on governance and the issue of defining the “State CTE Director” role could be wrapped into that discussion. Honeycutt ended the discussion to be respectful of time and stated the Board would look for an updated policy, which would be voted on electronically.

**Upcoming meetings:** Green reviewed the upcoming meeting schedule:

- March 29, 2017: Conference Call, 1-2 p.m. ET, Topic: Governance
- May 1, 2017: At the Spring Meeting at the Omni Shoreham, Washington, DC, 9 a.m. – 3 p.m. ET
- June 22, 2017: Conference call, 2-3 p.m. ET, Topic: FY18 budget approval

Meeting was adjourned at 2:10 p.m.

**NOTE FOR ENTRY INTO THE FORMAL RECORD:**

Advance CTE Electronic Board Vote Results - February 15, 2017:

MOTION: To approve of the state membership policy as presented:

Summary of electronic ballot results:

15-yes

0 – no

0 –abstain.