

## Advance CTE Board Meeting Agenda

Via Zoom

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January 26, 2022

3- 3:30 p.m. EST

3 – 3:01 p.m.	Welcome	Marcie Mack <i>Pages 1-3</i>
3:02 – 3:03 p.m.	Review and Approval of September 28, 2021 Minutes*	Marcie Mack <i>Pages 4-9</i>
3:04 – 3:14 p.m.	Review and Approval of FY23 state dues*	Kimberly Green <i>Pages 10-12</i>
3:15 – 3:19 p.m.	Appointment to fill Board vacancies and Finance/Audit Committee*	Marcie Mack
3:20 – 3:30 p.m.	Discussion: Spring Meeting 2022  <b>Board Discussion Questions:</b> <ul style="list-style-type: none"><li>• What are your reactions to the stated Spring State Leadership Retreat objectives?</li><li>• What is your top priority for the Spring State Leadership Retreat? A must have topic or activity?</li><li>• What is one fun, networking activity you'd recommend?</li></ul>	Kimberly Green <i>Pages 13-19</i>

\* Denotes items that require a Board vote









Haynes stated that the *Expense Reimbursement* policy was updated to state that employees must submit their reimbursement requests by the 7th day of each month. Previously, it was within 30 days. The revision allows for better management of the reimbursement process and ensures expenses are captured with the month-end closeout each month. The *Internet Postings/Social Media* policy was also updated to include a more comprehensive listing of social media and internet posting formats, including the addition of podcasts, blogs, Twitter, Instagram, and Tik Tok. In the *Outside Employment and Other External Activities* section, Haynes explained the term “outside employment” was clarified by including part-time and/or contract work. For the *Additional Leave* section, all employees will have paid leave between Christmas and New Year’s Day. Previously, probationary employees had to take unpaid leave during that period of time. Juneteenth was added to the organization's list of observed *holidays*. Haynes shared that earlier this year Juneteenth became a federal holiday. Advance CTE recognizes all federal holidays. Last, the *Health Insurance* section was revised to eliminate a paragraph regarding the premium payments for remote employees. Haynes stated that the organization was forced off of the grandfathered healthcare plan in April 2021, so now all employees will have a fully covered ACA PPO plan.

**MOTION: To approve Advance CTE Personnel Policy revisions, as presented.  
Heath; Crownover.  
MOTION APPROVED.**

**Advancing Career Technical Education Leadership Award Winner Selection:** Gassman summarized the criteria for the leadership awards. There were two categories that State Directors could have nominated themselves, other State Directors, or their staff for. The *State CTE Distinguished Leadership Award* recognizes and honors current and former state CTE leaders who have a distinguished history of service and have demonstrated the highest level of commitment to advancing a vision for high-quality CTE at the state and national levels. The *State CTE Leadership Rising Star Award* recognizes new state CTE leaders (less than five years) who are actively engaged with and dedicated to advancing a vision for CTE that is committed to quality, equity and access within their state. Gassman shared that the four nominations that were received were all for the *Rising Star Award*. There were three categories in the criteria for selection. Each nominee answered questions within those three categories. The four nominees were:

- Michelle Aldrich, State CTE Director, Wyoming
- Elizabeth Bennett, State CTE Director, Massachusetts
- Tiara Booker-Dwyer, State CTE Director, Maryland
- Clay Long, State CTE Director, Idaho

Heath asked if the Board could vote for more than one candidate. Gassman explained that the poll would only allow for one vote but there was an option to award two winners because there were not any nominations received for the *Distinguished Leadership* category. First, the Board





























