

ACTEA Board of Directors Meeting
ZOOM Meeting ID# 306-982-8188
February 7, 2019 (2:00 p.m. - 4:00 p.m.)

President: Jay DeTraglia

Vice President: Anedda Trautman

Secretary: Jill Slavny

Treasurer: David Stayton

Past President: Doug Leavens

Executive Director: Rachelle Romoda

Board of Directors: Michael Weyrauch, Jane Akins (Abs), Michele Friedman, Cathy Balistrieri, Omari Gay (Abs), Robert Van Brunt, Katherine Heinle (Abs), Connie Spohn (Abs), Cheryl Winstel, Connie Costley, Jon Sanfratello

Convene (5 minutes)

Welcome - Jay DeTraglia

Minutes: Approve minutes from December meeting - [December 2018 Minutes](#)

Treasurer's Report: Dave Stayton (10 minutes)

1. February Report: [FNYFCU 1/31/19](#), [FNYFCU 12/31/18](#)
2. ACTEA Master Report: [MASTER](#)
3. 2018-19 Financial Report: [ACTEA February Financial Report](#)

Robert first, Michele second; motion carried

President's Report: (Jay DeTraglia): (15 minutes)

1. **Strategic Planning Update:** [Strategic Planning Action Plan](#)
 - a. **GOAL #1: Board of Directors of ACTEA will influence and advocate for the Perkins V state plan with the State Education Department, NYC Chancellor, District Superintendents, and Business Partners.**
 - i. [Perkins V NYS Plan recommendations](#)
 - b. **GOAL #2: Promote, advance, and provide expertise to the CTE community on topics of ESSA, CDOS and articulation agreements for registered apprenticeship programs.**

- c. **GOAL #3: Improve value of the organization and communications to the field.** <https://tinyurl.com/ActeaBOD> **Information updated in the Action Plan**
2. **Statewide curriculum and assessment project update:**
 - a. Katie Jones conversation to pull leadership team together
 - b. Few years back Doug L - Atlas serve as a platform to hold common blueprints (Summer Li with Atlas at April Conference)
 - c. Need to get creative to include BOCES struggling to financially support participation in January - web based
 3. **Atlas / Rubicon Update**
 - a. Monroe I all set -- working in background, Lorrie working with Monroe 1, looks like Monroe paid directly, Monroe 1 not deficient.
 4. **Strategic Planning Next Steps -- Ann Delehant is confirmed for July BOD meeting -- HFM BOCES July 16, 17 (Note Tuesday and Wednesday dates at HFM BOCES) 9:00 a.m. start time on Tuesday, with a closure Wednesday for 3:00 pm**
 5. **ACTEA Membership**
 - i. Benefits and value of ACTEA membership
 - ii. Fee Structure
 - iii. Procedure / Process?
 - b. Fiscal Resources and long range planning**
 - c. CTE Directors Network (mentor / support / travel?)** Directors Network to support new administrators (retirees to serve as Mentors and support potential candidates)
 - d. Curriculum Mapping and Sharing**
 - i. ACTEA role and commitment?

3 - 5 year goals

Executive Director/Business Item: (30 minutes)

1. 2019 Conference, April 10-12, 2019
 - a. [Conference Sessions Draft](#)
- **Participant Registration --**
 - Post card will be sent
 - Continue to follow up with your zone members and school districts.
 - **Current registration: 54 including Lorrie and Rachelle *PLEASE push out to Zone membership to encourage registering for conference.***
- **Presenter Abstracts --**

- **Current # Presenter Abstracts:** 16 -- waiting on ES BOCES -- then there will be one slot left. Certification / Credits / Curriculum -- SREB? Panel? Buffalo?
- **Vendor Commitments --**
 - **Current # Vendors:** 11 vendors with (8 x \$300, 3 x \$600 = \$4,200 Total at this time -- expecting at least one more) Close to participants from past years, have emailed as follow-ups.
 - Dave Arnsten requests a comp table for trade and technical organization -CTSO? Comp tables? Last year had about 19 tables. Provide a list of current vendors - Rachelle will share later, Rob will contact virtual reality Welding company.
- **Participant Package:**
 - Conference Brochure will be online with QR Access
 - Conference (one page) Highlights; rooms, sessions, etc. will be at registration desk
- **Awards: (15)**
 - Olivo -- Due back to Reps for discussion and decision (March 20)
 - **Recognition Awards --**
 - **Sidney Platt Medallion:** Dr. Popovich (**Proposal submitted**)
 - [Sidney Platt Description](#)
 - **Retirement:** Debbie Epilone (Zone 6), Kathy Heinle (Buffalo)
 - **Business / Industry:** Steve Micelli; Robert H Finke and Sons Inc. Equipment (Zone 3) and Niagara Frontier Automobile Dealers Association (Zone 1), Officer Mitch Savino, Suffolk County Police Department (Zone 6)
 - **Administrator:** Michele Friedman
 - **Teacher:** Jennifer Gero (Zone 3), Rebecca Gihl (Zone 4)
- **Friday Town Hall Meeting Agenda:**

- President will open the business meeting followed by Zone report out, ACTEA Survey, and NYSED Report
- Elections for President and Vice President (By-laws) Dave Stayton Chair
Nominations Committee
- Any changes, additions to area meeting template? [Zone / Big 5 Meeting \(Strategic Planning\)](#)

Conference 2020 location / discussion (15) -- By April we will need to confirm all events / dates with The Desmond for 2019-20. All decisions and contracts for 2020 MUST be signed by April (February / March if it's a different location)

1. Location Options: [2020 Conference Proposals](#)

- a. Proposals are filed in each hotel folder under 2020 conference for Board review.
- b. Based on review of the proposal submissions I would recommend the Holiday Inn in Liverpool for the 2020 ACTEA Conference location.
 - i. Easily accessible
 - ii. Cost
 - iii. Layout

Jay makes motion to have 2020 conference at the Holiday Inn in Liverpool, Mike Weyrauch first, Michelle second. Rob voting, NO - all other Yes.

Zone/Big 5 Reports: Process, Report, and Debrief - (10 minutes)

1. Zone 1:

- a. Hosted Annual Winter Advancement -- 2 day conference
 - i. Industry Tours
 - ii. Panelist - Transportation, Healthcare, Manufacturing, Hospitality and Construction Trades
 - iii. ESSA report - will present at State Conference
 - iv. Each BOCES/Big 5 -report out on BEST practices and successes

- v. Michelle Friedman led our group through Goal seeking activity.
Action Plans will be developed in May 2019 to align with Goals

2. Zone 2:

- a. CTE marketing - social media, summer camps
- b. End of year collaboration - BOCES from JMT together
- c. School safety protocol

3. Zone 3:

- a. Met during Statewide Assessment project
- b. Integrated academic teachers from the zone - organizing as a Professional Learning Community - with assistance from the TAC
- c. Different concepts of Program Approval Process - what are we doing similar - streamlining process, what can we do better for creating procedures
- d. Meet again in March - will discuss ESSA

4. Zone 4:

- a. Planning for a regional SkillsUSA competition
- b. TAC academic collaborative day - all Academic teachers in Zone registered and participated.
- c. **How are people using Perkins \$\$\$?** What have you applied for - Efforts approved - why are we re-inventing the wheel when someone has done it before. State online Perkins information - to see about sharing? Consider including in a survey at zone level. - Rob will add to survey as a topic
- d. Dave Arntsen presentation to Zone about Teacher Organization.
- e. What assessments are being used to substitute for pathway? 4+1

5. Zone 5: No report

6. Zone 6: Have not met, difficulty getting a Award nominations. Working with boards on the island -

- a. ESSA Presentation to Curriculum Council

- b. Reached out to C-Tech to attend conference, attending career fair at C-Tech

7. **Big 5:** No report

Topic Reports - (20 minutes)

1. Peter Carr:
2. Connie Spohn:
 - i. **TAC:** No report
 - ii. **Legislative:**
 1. Sent out message to get CTE professionals to ask their Congressmen for support for CTE Month.
 2. **ACTE's National Policy Seminar** will be held in DC March 25-27 – JoAnne Ryan, NYSACTE president-elect and I will be attending.
 3. Attending. Not sure who else from NY is going.
 - a. Eastern Suffolk BOCES- Leah Arnold, Director of Career, Technical and Adult Education
larnold@esboces.org; Lisa Mongiello, Animal Science Teacher lmongiello@esboces.org
 4. Suggestion: Contact and congratulate your Congressmen who were elected or re-elected and get to know them.
 5. Give them some good news about CTE and your programs during CTE Month.
 - iii. **SCDN:** No meeting
3. **SED – Cheryl Winstel**
 - i. Deb has been appointed bureau chief replacing Eric
 - ii. Connected with Salon professionals to draft a bill for shampoo assistant, allows them to work in salon to shampoo clients.
 - iii. NOCTI pilot - only 4 BOCES have signed up for next year, will be sending out another email soliciting participation
4. Skills USA – New Representative
5. **NYSACTE – Connie Costley:** [January NYSACTE Report](#)
 - i. promoting CTE and all student should be involved in CTE. See report. May be seeking business to attend some meetings.

- ii. NYSACTE also does awards, ACTEA award winner should also be nominated for those to take it to the next national level.
- iii. February is CTE month, pat yourself on the back for all the hard work you do!
- iv. Network with local congressman, and dignitaries.

6. NYSCEA – Connie Costley

Calendar for 2019-2020: [Proposed 2019-20 ACTEA BOD Calendar](#)

Jay Motion to accept - David Stayton first, Michelle Friedman second.

March 20 -- Zoom Board Meeting: 9:00 a.m. - 11:00 a.m.

Doug and Jay meeting with State Ed next week related to James Stone work regarding Top CTE programs across NYS. Some programs have been identified through state data, CTE literature survey. Began with 1100 programs and narrowed the field to 250 programs - second survey to narrow to 36 programs. What basis will they denote - what is the intention.

Submitted for programs and were selected (initially?) as a high quality program for Jim Stone's group work:

Erie 1 BOCES (3)

Monroe 2 BOCES (7)

ES (12)

Genesee Valley (4)

Adding Wednesday March 20th - Zoom meeting 9:00AM-11:00AM

Recognize Rachelle is on vacation BUT still committed to our ACTEA BOD!! Thank you, Rachelle!!!!

Adjourn: Jay Motion to Dave first, Mike second.