

The KACTE Board of Director's Minutes

Central Hardin High School, Cecilia, Kentucky

January 14, 2008

Call to Order: The meeting was called to order by President Mingus at 6:07 p.m. (EST) at Central Hardin High School in Cecelia (Elizabethtown), Kentucky.

Proxies were distributed as follows:

- ⇒ Janel Doyle accepted a proxy for Valerie Wolfe, Treasurer
- ⇒ Mike Stone accepted a proxy for Rita Davis, Service Area Vice President (Business)
- ⇒ Kris Stone accepted a proxy for Johnetta Grant, Service Area Vice President (Guidance)
- ⇒ Jim Edwards accepted a proxy for Sarah Raikes, Region II Representative
- ⇒ Mark Gibson accepted a proxy for Rick Neilson, Service Area Vice President (Trade and Industry)
- ⇒ Donnalie Stratton accepted a proxy for Mark Sims, Service Area Vice President (Special Needs)
- ⇒ Larry Helphinstine accepted a proxy for Mary Kleber, Service Area Vice President (Health)
- ⇒ Ahmed Sabie accepted a proxy for Marilyn Bailey, Service Area Vice President (Family and Consumer Science)

Roll Call: Attendance was taken by Janel Doyle, Secretary.

- ⇒ Cherie Mingus, Ahmed Sabie, Janel Doyle, Mike Stone, Kris Stone, Lee Ann Daughtery, Mark Gibson, Larry Belcher, Jim Edwards, Donnalie Stratton, and Larry Helphinstine were present. **With the proxies accepted (above) a quorum was present.**
- ⇒ Valerie Wolfe, Mike McMillen, Sherre Koppel, Sarah Raikes, Rita Davis, Marilyn Bailey, Johnetta Grant, Mary Kleber, Mark Sims, Dr. Doris Sikora, Rick Neilson, Elaine Terry, Mike Kindred and Dr. Carolyn Carter were absent.

Approval of the Agenda: Without objection, President Mingus declared the agenda approved.

Approval of the Minutes: Mike Stone made a motion to approve the November 27, 2007, Board of Directors meeting minutes; seconded by Kris Stone.

Motion # 1 accepted.

Introductions of Board Members and Guests: Larry Belcher was welcomed to the Board.

President's Remarks: President Mingus thanked everyone for attending the meeting and welcomed everyone to her Family and Consumer Science classroom. President Mingus encouraged the board members to attend the upcoming summer conference and announced that an orientation session will be held during the conference on Sunday, July 27.

President-elect's Remarks: President-elect Sabie indicated a concern with attendance. There was a brief discussion about possibly alternating the days of the week and times of our meetings. It was agreed that January is a hard month for people to attend board meetings because of weather and semesters beginning. President-Elect Sabie suggested that our board members complete a survey about the days and times that would work best for them to attend our meetings. Mike Stone indicated all of these types of discussion lead to the future success of KACTE.

ACTION AGENDA

Legislative Liaison – Discussion of 2008 General Assembly Session Led by Jim Edwards, Office of Career and Technical Education

Jim Edwards briefed the Board on the \$434 million short fall of state funds. Dr. Sabie discussed his concern about education being first priority when it comes to funding. It was agreed that KACTE needs to be vocal about our needs/expectations or we will be left out. Executive Director Mike Stone disbursed a letter titled, "Don't Forget the 60 Percent". There was a lengthy discussion about the letter. It was agreed by everyone present that this letter needs to be sent to leaders of KCTCS, the Division of Secondary Education, and Office of Career Education for awareness purposes (not for endorsement).

A motion was made by Dr. Ahmed Sabie to send this letter to our legislators and to make the three areas aware of the intent of the letter; seconded by Lee Ann Daughtery. Motion # 2 accepted.

Membership Committee – Discussion of 2007-2008 Recruitment Efforts Led by Mike Stone (in lieu of Rita Davis, Membership Committee Chair, Eastern KY University)

Executive Director Mike Stone indicated that the membership mailings were sent to all KACTE members a few weeks ago. Extra copies of the mailing are available. Mike Stone will be present at the Teacher's Educators meeting on January 23 & 24. Stone will use the new KACTE display and will be a 15-minute presenter. Assistant Executive Director Kris Stone indicated that Dr. Davis would like to contact all Service Area Vice President's in the next few weeks (via telephone) to ask them for a membership list (Excel document, if possible). This spreadsheet will be used for recruitment efforts. Contact information for Dr. Rita Davis is: rita.davis@edu.edu or 859-622-8611.

A motion was made by Lee Ann Daughtery to adopt Dr. Rita Davis's recommendation to contact all Service Area Vice President's to help with membership recruitment efforts; seconded by Ahmed Sabie. Motion #3 accepted.

Student Organization Leadership Day (SOLD) – Volunteer Assignments Led by Kris Stone, Assistant Executive Director

Assistant Executive Director Kris Stone indicated that approximately 950 students and advisors have signed up to attend SOLD on February 12, 2008, which will be held at Frankfort High. Registration numbers are up from last year.

Confirmations for this event will be sent to the schools that have registered this week. Stone asked for volunteers to work this event. LeeAnn Daugherty agreed to assist. Anyone else that can help with this event needs to contact Kris Stone as soon as possible.

CONSENT AGENDA

Treasurer's Report, Valerie Wolfe, Madisonville Community and Technical College - The Treasurer's Report was presented to the board members. It was filed for audit.

ACTE Region II Report, Sarah Raikes, Washing County High School, ACTE Region II Representative – Report follows.

Executive Director's Report, Mike Stone – Report follows.

Assistant Executive Director's Report, Kris Stone – Report follows.

Service Area Vice President's Report:

- ⇒ Administration, Vacant – No report.
- ⇒ Agriculture, Lee Ann Daugherty – **Report follows.**
- ⇒ Business, Dr. Rita Davis – No report.
- ⇒ Family and Consumer Science, Marilyn Bailey – **Report follows.**
- ⇒ Guidance, Johnetta Grant – No report.
- ⇒ Health, Mary Kleber – **Report follows.**
- ⇒ Marketing, Mark Gibson – No report.
- ⇒ Special Needs, Mark Sims – **Report follows.**
- ⇒ Teacher Educator, Dr. Doris Sikora – No report.
- ⇒ Trade and Industry, Rick Neilson – **Report follows.**
- ⇒ Technology Education, Larry Belcher - Indicated he is taking Kay Turner's position on the board. He and Kay are working on items that will be presented at our next board meeting.

Committee Reports:

- ⇒ Annual Conference, Ahmed Sabie - **Report follows.** Dr. Sabie will be retiring this month and distributed his new e-mail address: sabieman01@insightbb.com.
- ⇒ Awards, Sheree Koppel – **Report follows.**
- ⇒ Legislative Liaison, Jim Edwards – **Report follows.**
- ⇒ Carl D. Perkins Assistantship, Elaine Terry – No report.
- ⇒ Resolutions, Donnalie Stratton – **Report follows.**
- ⇒ Auditing, Valerie Wolfe – Progress is being made with the auditor.
- ⇒ Program of Work/Strategic Plan, Cherie Mingus (2006-2007) and Ahmed Sabie (2008-2009) – Continuing progress.
- ⇒ Handbook, Janel Doyle – No Report.
- ⇒ Historian Report, Donnalie Stratton – **Report follows.**
- ⇒ Website, Kris Stone indicated the website is up-to-date.

- ⇒ Flower Fund, Donnalie Stratton – The flower fund balance is: \$50.12.
Flower fund guidelines are on file with the secretary.

Reports of Liaison Representatives

- ⇒ Division of Secondary Career and Technical Education, Donnalie Stratton –
Report follows.
- ⇒ Office of Career & Technical Education, Michael Kindred – **Report follows.**
- ⇒ Kentucky Community and Technical College System, Dr. Carolyn Carter –
Report follows.

Old Business – None.

New Business – None

Announcement of Next Meeting: President Mingus announced the next meeting will be held on Friday, April 25, 2008, at 1:00 p.m. at the Galt House Hotel in Louisville, Kentucky. Written reports are due on April 9, 2008.

Adjournment: The meeting was adjourned by President Mingus at 8:14 p.m.

Electronically signed by,

Janel C. Doyle

Janel C. Doyle, KACTE Secretary

KACTE Board of Directors' Agenda

Central Hardin High School

Elizabethtown, Kentucky

Monday, January 14, 2008

6 p.m.
President

Call to Order/Welcome, Cherie Mingus, Central Hardin High School,

Roll Call, Janel Doyle, Bowling Green Technical College, Secretary

Approval of Agenda

Approval of Minutes

Board of Director's Meeting of November 27, 2008

Introductions of Board Members and Guests

President's Remarks, Cherie Mingus

President-Elect's Remarks, Ahmed Sabie, Ph.D., Office of Career and

Technical

Education

Action Agenda

Legislative Liaison – Discussion of 2008 General Assembly Session

Led by Jim Edwards, Office of Career and Technical Education

Membership Committee – Discussion of 2007-2008 Recruitment Efforts

Led by Rita Davis, Ph.D., Membership Committee Chair, Eastern

Kentucky

University

Student Organization Leadership Day – Volunteer Assignments

Led by Kris Stone, Assistant Executive Director

Consent Agenda

Treasurer's Report, Valerie Wolfe, Madisonville Community and

Technical College

ACTE Region II Report, Sarah Raikes, Washington County High

School,

ACTE Region II Representative

Executive Director's Report, Mike Stone

Assistant Executive Director's Report, Kris Stone

KACTE Board of Directors Agenda – 2

Service Area Vice-Presidents' Reports

Administration,	
Agriculture, LeeAnn Daugherty, Butler County High School	
Business, Rita Davis, Ph.D., Eastern Kentucky University	
Family and Consumer Science, Marilyn Bailey, Barren County	
High School	
Guidance, Johnetta Grant, Eastside Technical Center	
Health, Mary Kleber, Kentucky Community and Technical	
College System	
Marketing, Mark Gibson, Glasgow High School	
New and Related,	
Special Needs, Mark Sims, Harrison County Area Technology	
Center	
Teacher Educator, Doris Sikora, Ph.D., Western Kentucky	
University	
Trade and Industry, Rick Nielsen, UTI Corporation	
Technology Education, Larry Belcher, Davies County High	
School	

Committee Reports

Annual Conference, Ahmed Sabie, Ph.D.	
Awards, Sheree Koppel, Ph.D., Louisville Technical Institute	
Carl D. Perkins Assistantship, Elaine Terry, Madisonville	
Community College	
Resolutions, Donnalie Stratton, Division of Career and Technical	
Education	
Auditing, Valerie Wolfe	
Program of Work/Strategic Plan	
2007-2008, Cherie Mingus	
2008-2009, Ahmed Sabie, Ph.D.	
Handbook, Janel Doyle	
History, Donnalie Stratton	
ACTE Convention Planning, KACTE Officers	
Nominations, Larry Helphinstine, Ph.D., Department for Career	
and Technical	
Education Immediate Past-President	
Website, Kris Stone (production), Mike Stone (editing)	
Flower Fund, Donnalie Stratton	

Reports of Liaison Representatives

Donnalie Stratton, Division of Secondary Career and Technical	
Education	
Michael Kindred, Office of Career and Technical Education	
Carolyn Carter, Ph.D., Kentucky Community and Technical	
College System	

Old Business

New Business

Announcement of Next Meeting

Friday, April 25, 2008, Galt House Hotel, Louisville, Kentucky

NOTE: Written Board Reports will be due April 9, 2008.

8 p.m. (target)

Adjournment

KACTE Report Form

FROM: Jim Edwards

KACTE BOARD POSITION: Liaison

SUBJECT: Legislative Session 2008

DATE: January 3, 2008

PERIOD COVERED IN REPORT: Current

Facts, Findings, Key Information:

The 60 day (budget) legislative session starts January 8, 2008. Budget woes may force hard choices, but elementary and secondary education should not be affected.

The emergency facing the Kentucky Retirement Systems is receiving increasing attention from the media.

Following are official summaries of the most interesting bills filed affecting CTE:

[BR 434](#) - (12/13/07)

AN ACT relating to career and technical education, making an appropriation therefore, and declaring an emergency.

Amend KRS 158.810 to define "career pathway" and "career pathway program of study"; amend KRS 158.812 to clarify purposes of career and technical education and legislative beliefs; create new sections of KRS Chapter 156 to require the Kentucky Board of Education to promulgate an administrative regulation that specifies the criteria for classifying high schools as chronically low-performing; to require school improvement plans; require the Kentucky Board of Education to identify minimum college and career-readiness standards; develop remedial courses; create a new section of KRS Chapter 157 to develop evidenced-based models for at-risk students; create a new section of KRS Chapter 157 to establish a career and technical education accessibility fund for matching grants to local school districts to be administered by the Education Cabinet; require the cabinet to promulgate administrative regulations for implementing the grant program; create a new section of KRS Chapter 157 to define "career guidance coach" and to create a career guidance fund for matching grants to local school districts to be administered by the Education Cabinet; require the cabinet to promulgate administrative regulations for implementing the grant program; create a new section of KRS Chapter 157 to create a career academy development fund for grants to local school districts to be administered by the Kentucky Department of Education; require the Kentucky Board of Education to promulgate administrative regulations; create a new section of KRS Chapter 157 to create a Career and Technical Education Facility Fund, a revenue bond trust fund within the School Facilities Construction Commission for the purpose of funding debt service for bonds issued for the renovation of existing facilities or construction of new career and technical education facilities in local school districts; specify that school districts may qualify and accept offers of assistance under this program as well as qualify for other bond assistance from the commission; specific that requirements of KRS 157.620, plus having unmet needs, apply to participation in the career and technical education facilities program; create a new section of KRS Chapter 141 to provide that a tax payer that makes a financial gift or in-kind contribution to the career and technical education advancement fund may receive a business deduction or a tax credit; amend KRS 141.0205 to conform; amend KRS 158.814 to require that the Kentucky Department of Education and the Office of Career and Technical Education determine the statewide unmet needs for career and

technical education capital projects; amend KRS 158.816 to specify accountability requirements for program; amend KRS 18A.010 to exempt teachers, guidance coaches and counselors, and school administrators employed in state-operated area technology centers from the executive branch employee cap; appropriate to the Education Cabinet from the General Fund \$500,000 in fiscal year 2008-2009 and \$750,000 in fiscal year 2009-2010 for the purposes of reimbursing local school districts for the costs of tests for students who take state or nationally recognized industry certification examinations in career and technical education fields and who are enrolled in high school programs, locally operated area technology centers, or state-operated area technology centers; appropriate to the career and technical education accessibility fund, from the General Fund \$2,500,000 in fiscal year 2008-2009 and \$5,000,000 in fiscal year 2009-2010; appropriate from the General Fund to the career guidance fund \$2,500,000 for fiscal year 2008-2009 and \$5,000,000 in fiscal year 2009-2010; appropriate from the General Fund to the career academy fund \$5,000,000 in fiscal year 2008-2009 and \$10,000,000 in fiscal year 2009-2010; authorize the School Facilities Construction Commission to make an additional \$30,000,000 in offers of assistance to local school districts for the purposes of career and technical education capital projects during the 2008-2010 biennium in anticipation of debt service availability during the 2010-2012 biennium; allow no bonded indebtedness based on the above amount to be incurred during the 2008-2010 biennium; name the Act the "Career Pathways Act of 2008"; EMERGENCY.

[BR 280](#) - (10/10/07)

AN ACT relating to public school curriculum.

Create a new section of KRS Chapter 158 to require counseling for tenth-grade students related to choosing an academic or career and technical track; amend KRS 156.160 to provide that the Kentucky Board of Education shall arrange the courses of study in an academic track and a career and technical track; amend KRS 158.6453 to require that the state assessments not be given prior to the first week of May of each school year.

Action Agenda – Membership Committee Discussion

Please see membership flyers distributed by mail in December or posted on the website in the membership section.

Hard copies will be available at the meeting.

Action Agenda – SOLD VOLUNTEERS

Assistant Executive Director Report

Kris Stone

Assistant Executive Director, KACTE

January 14, 2008

KACTE Membership stats are shown on a separate document published with the board package. A combination membership/awards mailing was made December 5, 2007 to all KACTE members. I have extra copies of the mailing available for membership recruitment and those seeking award nominees.

The 2008 Annual Statewide Career and Technical Education Summer Program organization is ongoing. The Call for Presentations was released on December 1, 2007. All CFP's are due on February 1, 2008.



The registration form has been finalized and sent to Todd Chandler at abc signup for on line posting.

Executive Director Mike Stone and I along with Mike McMillen, Cherie Mingus and Mark Sims promoted the Summer Program at the ACTE convention in Las Vegas by visiting all the exhibitor booths. An information brochure for our Summer Program was left with each exhibitor. Business cards, exhibitor database and an ACTE program have been forwarded to Chuck Pierce. Chuck will use this information in hopes of drawing new exhibitors to the Summer Program. A special thanks to the board members who helped complete this task.

Student Organization Leadership Day will be February 12, 2008, at Frankfort High. The deadline for registration was January 7, 2008. At that time 441 students and 62 advisors have registered. We will continue to process registrations the rest of the week due to inclement weather and computer malfunctions.

Sponsorships from the following associations total \$3250: Home Builders Association of Kentucky, Kentucky Cattlemen's Association, Kentucky Farm Bureau, Kentucky Retail Federation, Kentucky Thoroughbred Association, Mechanical Contractors Association of Kentucky, Kentucky Association of Highway Contractors.

Kentucky Association for Career and Technical Education

2007-2008 Administrative Year Budget, Adopted April 27, 2007

Income

Category 07 thru 1-08	07-06 thru 06-07	07-08 Adopted	07-
Dues (600 members; 550@100, 50@46)	\$ 53,017.08	\$ 57,300 ¹	\$
40,883.09			
Conference Exhibit	\$ 16,304.76	\$ 17,500	\$
20,230.98			
KDE Professional Development Regis. ⁴	\$ 2,175.00	\$ 0	\$
0			
SOLD registrations, sponsorships	\$ 8,701.00	\$ 8,500	\$
4,720.00			
Transfer from Conference Account	\$ 36,430.00	\$ 32,500	\$
15,250.02			
Miscellaneous (interest, fees, etc.)	<u>\$ 4,053.54</u>	<u>\$ 1,000</u>	<u>\$</u>
150.00			
TOTAL	\$120,681.38	\$116,800	\$
81,234.09			

Expenses

Category			
Administration			
ACTE	\$ 32,639.00	\$ 34,500	\$
22,067.00			
Executive Director's Contract	\$ 18,000.00	\$ 19,200	\$
9,600.00			
Assistant Executive Director	\$ 33,980.00	\$ 30,500	\$
15,250.02			
Executive Director's Travel	\$ 5,010.57	\$ 6,000	\$
4,166.67			
Executive Director's Recruitment ²	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$</u>
0			
Subtotal	\$ 89,629.57	\$ 90,200	\$
51,083.69			
Overhead			
Telephone	\$ 543.15	\$ 600	\$
300.00			
Supplies	\$ 2,428.64	\$ 1,500	\$
440.98			
Postage	\$ 1,031.48	\$ 1,200	\$
641.46			
Bonding	\$ 180.84	\$ 200	\$
180.84			
Audit	\$ 2,200.00	\$ 2,500 ⁶	\$
0			
ACTE Region 2 Conference Sponsorship	\$ 250.00	\$ 250	\$
250.00			
Miscellaneous	<u>\$ 649.92</u>	<u>\$ 1,000</u>	<u>\$</u>
939.50			
Subtotal	\$ 7,281.03	\$ 7,250	\$
2,752.78			
Officer Travel/ACTE Meeting Expenses			
ACTE Convention (Las Vegas)	\$ 2,015.55		\$
781.08			
\$ 0	Region 2 Rep Travel (Las Vegas)	\$ 618.42	
	Region 2 Conference (Bahamas)		
\$ 1,553.42	\$ 1334.00		

	ACTE Nat'l. Pol. Seminar (D.C.)	\$ 635.00		\$
<u>0</u>	Subtotal		\$ 4,822.39	\$
6,000⁵	\$ 2,115.08			
	Member Services			
500.00	Carl Perkins Assistantship	\$ 250.00	\$ 1,000	\$
	Website	\$ 319.40	\$ 300	\$
174.65	Legislative Advocacy ³	\$ 0	\$ 750	\$
0	SOLD expenses	\$ 7,724.48	\$ 8,000	\$
115.95	Membership Promotion/Advertising ³	\$ 2,734.48	\$ 1,500	\$
1,343.10	Annual Conference (Awards)	\$ 0	\$ 500	\$
0	KDE Professional Development Programs ⁴	\$ 3,328.85	\$ 0	\$
0	Marketing Initiatives	---	<u>\$ 1,000</u>	<u>\$</u>
<u>0</u>	Subtotal	\$14,357.61	\$13,050	\$
2,133.70	Contingency³	\$ 279.47	\$ 300	\$
100.00				
	GRAND TOTAL	\$116,090.60	\$116,800	\$
58,185.25				

¹Includes ACTE \$60 dues, to be collected by KACTE and forwarded to ACTE.

²Only payable if incentive reached, which calls for 800 membership threshold.

³At discretion of Board

⁴Includes contract with Department of Education for registration/expenses for PD Workshops.

⁵Officer travel is divided by number of applicable trips; with each traveler receiving equal payment per trip. Precedent provides support for all officers and ACTE Region 2 Rep. to ACTE Convention; President, President-Elect, Secretary, Treasurer and ACTE Region 2 Rep. to Region 2 Conference, and President, President-Elect and ACTE Region 2 Rep to NPS.

⁶Amount will be transferred from the Summer Program.

Sarah Raikes
Kentucky Representative Region II ACTE
Date: Monday, January 14, 2008

Facts, Findings, Key Information

I attended the ACTE Annual Convention in Las Vegas, Nevada, December 12th-14th. During the meeting I attended the Region II policy and planning meeting. Major highlights of the meeting included the announcement of the Fall Region II meeting which will be held at the Hilton Daytona Beach Oceanfront Resort in Daytona Beach, Florida, October 9th – 12th, 2008. Registration for ACTE members is \$150 if paid before September 12. After that date it goes up to \$175. For non members early registration is \$200 and late registration is \$225.

There was much discussion about developing leaders for our association as there was only one candidate for president elect. The bylaws state that their must be two. In accordance to the bylaws the nominating committee met (our own Mike McMillan serves on this committee) and interviewed the candidate and submitted his name to the board of directors. The board voted to present him as the candidate and he was presented to the voting delegates. The concern is that we need to be encouraging our members to take on leadership roles. It was also reported that less that 10% of the membership voted for president elect last year. This is alarming that so few members are concerned with our leadership. With this in mind, Region 2 is planning on starting a fellowship program to sponsor 1 new attendee per year to the Region 2 Fall Meeting and Annual Convention not to exceed \$500. The state would have to sign off to help that individual with travel. Throughout the year their may be a call for ACTE committee members, if you or anyone you know might be interested, please send me a resume and email at sarah.raikes@washington.kyschools.us

During the award session the teacher of the year and the outstanding new professional were presented to Region II members. In addition to this honor we continue to have the most members in our region. The 2007 Proposed Bylaws Amendment which would direct the delegate the authority to set dues to the board of directors passed easily and all five of Kentucky's delegates supported these as we felt this was best for our state membership.

The ACTE National Policy Seminar will be held March 10-12 at the Crystal Gateway in Arlington, Virginia. It is critically important that educators are at the table when Washington lawmakers are deciding critical education policy. During the conference attendees have the opportunity to visit with legislators and acquire information that will aid them in these visits. This year's feature session speaker will be Amy Walter. Walter is one of the nation's top political forecasters who serves as the senior editor of The Cook Political Report and regularly appears as a political analyst for CNN. She will pull from her unique insight and share her thoughts on the upcoming election and how it might impact education. Registration for members is \$275. The cut off date to reserve rooms is Friday, February 8, 2008. If you or someone else you know plans on attending please let Mike

Stone know so he can include them in our hill visits. The complete agenda and registration details can be found at the ACTE website.

TO: KACTE Board

FROM: Mike Stone

SUBJECT: ***Executive Director's Report***
For the period Nov. 27, 2007-Jan. 14, 2008

DATE: January 14, 2008

SIX ACTIVITIES comprised the focus of work on behalf of KACTE during this period:

1. **Membership mailing** – creation of promotional flyers, including revised award announcement
2. **SOLD (Student Organization Leadership Day)** – continued promotion, planning and preparation for the Feb. 11-12 events (State Officer Legislative Leadership program on the evening of Feb. 11 at the Capital Plaza Hotel; SOLD program at Frankfort High Gym on Feb. 12, 9:45 a.m.-noon)
3. **Advocacy** – follow up with federal officials on CTE appropriations; preparation for 2008 Kentucky General Assembly session
4. **Summer Program** – selection and negotiation of keynote speaker (Patrick T. Grady, a former Florida agriculture teacher now professional speaker); creation of initial promotional material
5. **ACTE Convention** – participation as a Kentucky delegate to the Assembly of Delegates, presentation at State Association Leadership Luncheon, presiding at ACTE-National Executive Directors Association meeting, chairing ACTE-State Association Task Force to develop a joint statement of understanding, attendance at ACTE Board meeting, inviting ACTE Expo exhibitors to Kentucky's Summer Program, and general networking and association relations
6. **Website Updates** – by the time of the Jan. 14 meeting, the *Issues* and *News and Views* sections will be updated, and the entire website will be reviewed for currency

I URGE THE BOARD to be attentive to a few items as KACTE embarks on the new calendar year:

- **The 2008 General Assembly session** may be a watershed year for funding of education in Kentucky. The state's fiscal situation is serious, as has been reported widely the past couple weeks. Although elementary and secondary education were spared budget cuts for the rest of this fiscal year, the 2008-2010 biennium could include significant cuts. Postsecondary education already is feeling the pinch with a 3 percent cut for the rest of this fiscal year, and projections of dire funding reductions in the next biennium. While the governor may be overstating the depth of the cuts to prepare everyone for some reductions, thus making them feel good if the cuts are not as deep as initially suggested, little new money will be available for any programs. During the week of Jan. 14, I will be delivering a letter accompanying *the Leading the Transformation* document to the legislature. *All CTE professionals need to be active in advocating with legislators, business leaders, community officials and the public in general about the value of CTE. With every program scrambling for scarce dollars, it falls to CTE professionals to tell their story and ask for support. NO ONE – and I mean NO ONE – outside of CTE will do it for you!*
- **SOLD and all that accompanies it** – governor's proclamation, Senate and House resolutions of support, visits to legislators, statewide media release – have the opportunity to bolster legislative support for CTE. *Volunteers are needed to make the day an efficient and effective success.*

- **The Summer Program** will have to be an even better learning event to hold its place amid budget concerns like restricted travel. Even though most of the money for registration and travel comes from federal Perkins dollars, other claims will be made for that money in a tight environment. *All ideas to ensure the Summer Program's relevance and importance are needed and will be valued. The Call for Presentations is open until Feb. 1, 2008.*

Executive Director's Report – 2

- **KACTE will have an exhibit**, and I will be on the program of the Teacher Educators Conference in Lexington Jan. 23-24. This will be an opportunity to proclaim CTE and KACTE to a valued audience. We are doing good things. CTE is gaining strength. We must seek to get the support – and if possible – the membership of all CTE professionals. *Please examine your calendars and offer suggestions as to where KACTE may make similar outreaches. Everyone on the KACTE Board, as well as some past officers and supporters, can be effective presenters on behalf of the association and the system.* I will go everywhere I can; but if we're comprehensive, the number of opportunities will exceed my calendar. Kris and I can provide supportive material and assist with speaking ideas targeted to a particular audience.
- **Membership recruitment** is effective for about the next 60 days. After that, experience indicates student organization contest preparation and conventions, accountability testing, graduation and the end of year reports consume teacher and administrator time. *All members need to make the membership push the next 60 days. Please emphasize the contests. Get people excited.* We need their membership support so we can be more effective advocates, plan a better Summer Program, be a more effective organization in support of CTE professionals, the system and their careers.
- **I pledge to work** to enhance KACTE's internal organization. KACTE's policies and procedures have been streamlined – and likely should see another streamlining bylaw revision under Mike McMillen's direction – and are more effective than anytime in the last 10 years in which I've been KACTE executive director. *I suggest past is prologue. To compete in the future, we need to further adapt to the changing marketplace for non-profit associations.* I think we have the models, the materials and the leadership to meet the challenge, but it only can be effectively accomplished by collective action. One person can't do it. Nor can a part-time staff. It is our association, thus it needs all our attention.

I LOOK FORWARD to working with you to meet the challenges. With diligence, 2008 can be a great success for KACTE. The opportunity is before us.

Agricultural Education Report

FROM: Lee Ann G. Daugherty

KACTE BOARD POSITION: Agriculture Education Representative & KVATA President

SUBJECT: Update

DATE: January 5, 2008

PERIOD COVERED IN REPORT: November 2007 to January 2008

Facts, Findings, Key Information:

- Larry Hendrick was recognized at the NAAE Conference in Las Vegas for being the Region IV Agriculture Teacher of the Year. He was awarded a plaque during the conference and then on December 27th in Elizabethtown was presented with a 2-year lease agreement for a Toyota Tundra Truck and a cash award from Kentucky Farm Bureau in recognition of this achievement. Local media, public officials, district school staff, state and national Ag. Education staff, and several Kentucky agriculture teachers were present for the December 27th presentation.
- 14 members attended the ACTE/NAAE Conference in Las Vegas.
- 3 KVATA members were presenters for workshops. They were Matt Simpson, David Black, and Tracy Kitchel.
- Preparations continue for KVATA to host the Region IV NAAE Conference to be held in Bowling Green, KY on June 23-25, 2007. Ag educators from 6 states will be in attendance.
- Plans are proceeding for Agribusiness Industry Updates to be held during Summer Conference.
- The 5 Kentucky Universities with Agriculture programs have requested opportunity to host University Alumni continental breakfasts on Monday Morning (June 28) of Conference.
- KVATA needs additional breakout rooms (11 total rooms) in the Galt House for regional meetings on Monday afternoon of conference.
- Adult Ag CTE Teachers have not had any dedicated room space for Monday meetings over the last few years of conference. Many do not attend.
- State FFA Convention will move to Lexington in 2009.

Recommendations:

- Allot rooms for University Alumni Continental Breakfasts on Monday morning of conference.
- Allot individual areas/rooms for KVATA Regional meetings. 11 distinct/private areas needed.
- Allot Full-time adult Ag CTE Teachers a dedicated room on Monday for meetings.

Events, Upcoming Items, Special Events:

State FFA paperwork Judging – April 11, 2008—Hardinsburg, KY
State FFA Convention – June 11 – 14, 2008 – Louisville @ Galt House
Region IV NAAE Conference – June 23-25, 2008—Bowling Green, KY
KY State Fair – August 14-24, 2008—Louisville, KY Fair & Expo Center

National FFA Convention – October 22-25, 2008—Indianapolis, IN

KACTE Report Form

FROM: Marilyn E. Bailey

KACTE BOARD POSITION: FACS Representative

SUBJECT: Board Meeting Central Hardin High School

DATE: January 14, 2008

PERIOD COVERED IN REPORT: December 2007 – December 2008

Key Information:

Tresea Maull Family and Consumer Sciences Teacher from Paul Lawrence Dunbar High School was elected 2008-2009 Secretary of the National Association of Teachers of Family and Consumer Sciences at the December ACTE Annual Meeting in Las Vegas.

Plans are being made for the CFP 2008 summer conference.

The Winter KATFACS Executive Council Meeting is January 17 – 18, 2008. The Kentucky FCCLA Winter Executive Meeting is January 14, 2008. The Teacher Education Conference is January 23 – 24, 2008.

Rough draft of the facility plans are January 30, 2008
The Human Services Career Pathway will begin on February 22, 2008

Signature

KACTE Report Form

FROM: Mary Kleber
KACTE BOARD POSITION: Health Science Technology Education
SUBJECT: KACTE Report
DATE: January 2, 2008
PERIOD COVERED IN REPORT: November, 2007 – January, 2008

Facts, Findings, Key Information:

The Office of Career and Technical Education recently hired a new Health Science Technology Education Consultant, Ms. Patricia Dennison. Ms. Dennison formerly was the Health Science Technology Education teacher at Lake Cumberland ATC. Elizabeth Bullock will assume the responsibilities for HOSA and the Medicaid Nurse Aide programs.

Since most institutions were closed for the holidays, no additional information is available.

Recommendations:

Events, Upcoming Items, Special Events:

KCTCS NAHET Summit III – February 21, 2008
KY HOSA Spring Leadership Conference – March 4-8, 2008
HOSA National Leadership Conference – Dallas, Texas – June 17-21, 2008

Mary A. Kleber

signature

KACTE Board Report

Special Needs Personnel

January 14, 2008

At the forefront of concerns for Special Needs Personnel is our tenuous position as a recognized division of ACTE. This is a national problem: almost all the state special needs organizations are reporting low membership. However, KACTE-SNP is trying to take a lead role in reestablishing our division and its reputation as an integral part of Career and Technical Education.

For example, KACTE-SNP is working to create a listserv containing all the presidents of the state special needs organizations. It is our hope that strengthened communication will improve our ability to act as a cohesive unit.

Furthermore, KACTE-SNP is working closely with Virginia Turner, ACTE Special Populations Division Vice President, to get our division's blog off the ground. As there is a push for divisions to utilize this innovative tool, KACTE-SNP hopes to gain maximum exposure and reap division benefits from being early adopters.

While these activities are movement in the right direction, it continues to be KACTE-SNP's opinion that more has to be done. Across the nation, schools focusing on Career and Technical Education are without personnel trained and dedicated to improving the education of special needs students. When one considers that CTE students have a disproportionately high percentage of special needs students when compared to the regular education population, this is a fundamental problem. Not only does it make it difficult to market and recruit members for our division, but also it means that students don't have the resources available to ensure their success in the CTE setting. Even as CTE makes progress in recruiting more academically oriented students, we can expect to see about 1 in 10 students demonstrating some form of special need. It is our responsibility to prepare for and aid these students. As a result we need to actively lobby state and national legislators to provide funding to put more special needs personnel into CTE schools. We also need to work with universities to create programs that train special education teachers with a focus on Career and Technical Education.

As for upcoming projects and events, KACTE-SNP is focusing heavily on preparing for this year's summer conference. The conference committee has met, they are working to procure presenters and finalize programs. KACTE-SNP is also working to receive more applicants this year for its three scholarships and its professional awards. We also plan to take advantage of KACTE's streamlined awards process by submitting several deserving candidates.

Respectfully Submitted

Mark D. Sims

KACTE Report Form

From: Rick Nielsen

KACTE Board Position: Trade & Industry

Date: January 2, 2008

Period Covered: November - January

Skills testing begins in February

Ford AAA written testing is on February 26. The hands-on testing will be in Newport in April.

The Carl Casper Custom Car show education day program in Louisville will be held February 22. This is a day that is open only to secondary and post secondary students. They are expecting 3,000 – 5,000 students this year.

SkillUSA state conference is April 1-4.

The week of March 9th is the Teaching and Learning Conference in Louisville.

KOSSA scoring is March 24-25.

The UCC Conference is January 24-25.

The CTE summer program will be held July 27 – 30.

The week long AWS new teacher certification is being scheduled for June or July

OCTE is in the process of reviewing submitted proposals for a new position for professional development and technical update training.

KACTE Report Form

FROM: Sheree P. Koppel

KACTE BOARD POSITION: Awards Chairperson

SUBJECT: Routine Report

DATE: January 3, 2008

PERIOD COVERED IN REPORT: December and January

Facts, Findings, Key Information: I revised the short application form following the last Board meeting and submitted it to Mike and Kris. It went out to all members in the December mailing. At this point I have received no applications, but it is early yet.

Recommendations: None

Events, Upcoming Items, Special Events: None – by next meeting I am hopeful that we will have a strong pool of applications.

Sheree P. Koppel

Signature

KACTE Report Form

FROM:Ahmed Sabie

KACTE BOARD POSITION: President Elect

SUBJECT: Committees work

DATE: 1-3-08

PERIOD COVERED IN REPORT:

Facts, Findings, Key Information: As a chair person of the strategic plan committee, plans are being made to establish a team of five people from sec/post sec. Institutions to assist and develop a plan that will be accomplished next year. 08-09.

As a KACTE board, Do you have any suggestion / plan for 08-09...? If you do please submit it to me by March 3rd, 2008. please send to sabieman01@insightbb.com

Recommendations:

Events, Upcoming Items, Special Events:

January - 17,18 Statewide Tech Prep meeting in Louisville.
24,25 – CTTE-UCC conference at UK campus , Lexington.
January 31st, BIG DAY, my last day at work.

February- 11-15 , NTI workshop.

Ahmed Sabie

signature

KACTE Report Form

FROM: Donnalie Stratton

KACTE BOARD POSITION: Liaison

SUBJECT: Division of Career and Technical Education

DATE: January 7, 2008

PERIOD COVERED IN REPORT: November 27, 2007 – January 14, 2008

LIAISON REPORT

During this season, many individuals have been on leave. Even our Division director has gone on permanent leave through retirement.

Jewell Deene Ellis, Manager for the Programs Branch has announced plans to retire on January 30, 2008. Ms. Ellis has served in the capacity of Program Manager since 1999. According to Dr. Johnnie Grissom, the position will be posted and will be listed on the KDE website.

Facts, Findings, Key Information and Other Significant Activities include:

TEACHER EDUCATION CONFERENCE

The conference is scheduled for January 23 -24, 2008 in Lexington at the Good Barn on the campus of University of Kentucky. The theme for the conference is "The Past, present and Future of Career and Technical Education."

ENERGY BILL

The Senate passed House Bill 1 during the second special legislative session in 2007. KDE will establish an Energy Technology Engineering Career Pathway. \$300,000 has been allotted to KDE to provide grants to middle and high schools to establish a pathway in conjunction with Project Lead the Way. The deadline for submission of school Request for Application is February 1. Information concerning this grant was sent to all CTE coordinators. Questions should be directed to Henry Lacy, KDE. (See email from Commissioner)

Technical Assistance

Technical assistance to various programs has been conducted by staff. Each consultant will be making a minimum ten visits to programs during this school year.

High Schools That Work

Sites are currently administering the 2008 HSTW NAEP-based assessment. This biennial assessment in the areas of reading, mathematics and science includes a teacher and student survey as well as a transcript analysis. Students may qualify to receive an Award of Educational Achievement from SREB.

Work-Based Learning

A committee is in the process of reviewing the Work-Based Learning Guide 2008 to determine needed updates, edits and developing new information to meet the directives provide in 704 KAR 3:305 relating to minimum Graduation Requirements and areas such as internships. It is anticipated the New Guide will be available for distribution during the Summer Programs in July.

Career Pathway Act

The Career Pathways Act of 2008 bill has been filed for consideration during the 2007 General Assembly. Constituents concerned with CTE may

contact their legislator to ask for support of this important legislation. (See handout of proposed bill)

Career Pathway

Phase I has been completed and approved for distribution to schools in the areas of: IT, Construction, Manufacturing Education, Health Science and STEM. Additional career pathways are being developed during 2008 in the areas of: Agriculture, Business/Marketing, Human Services, Transportation and Communications. The orientation for Phase II will be February at KCTCS.

State Advisory Panel

Panel for Exceptional Children met on January 9 -11 in Frankfort. Members reviewed and commented on the proposed Special Ed. Regulations and conducted a public hearing. The Panel reviews policies and practices concerning special education in the state and advises KDE on related issues. SAPEC meetings are open to the public.

Skill Standards and KOSSA

- Business and Office is continuing the development of Business Management and Accounting Skill Standards.
- A committee of teachers and industry leaders has been working since mid-summer to develop Skill Standards for the Agribusiness Career Major. Work will begin later this year to develop assessment items for this area. The assessment will be piloted in 2009 and will be available for all schools in the spring of 2010.
- Registration for the 2008 Kentucky Occupational Skill Standards Assessments is being finalized by local school districts and submitted to the Division of Career and Technical Education via a web collector and TEDS. The assessment window will open February 4 and run through February 29, 2008. For more information, please contact Pamela.Moore@education.ky.gov

New Teacher Academy

A new teacher academy for 1st, 2nd and 3rd year career and technical teachers with a baccalaureate degree is being planned for February 28 – 29 in Louisville. The location is to be determined. Universities offering Career and Technical Teacher Education Programs are being asked to provide three hours of graduate credit.

The academy will be designated to focus on challenges and expectations of new teachers. Some of the topics to be addressed include classroom management, discipline, and career and technical student organizations.

A special grant established through Perkins funds will provide cost of travel expenses substitute teachers.

Health Science Update

Central Hardin High School continues to move forward with adding a Health Science Program with scheduling students this fall. The first Advisory Committee Meeting was held in December.

Jefferson County Schools are strengthening their post-secondary connections with JCTCS. Pleasure Ridge Park's Medical Science program now offers 4 dual credit hours for classes offered. Waggener Traditional high School has chartered a HOSA chapter which will offer their program extended leadership opportunities.

There are several schools who are interested in adding the Biomedical Science Pathway from Project Lead the Way. We are collecting information for those schools to determine the best way to implement the added pathway to their existing Health Science Program.

Events and Upcoming Items:

Meeting the Challenge of Transitions: Middle Grades to high School—High School to Postsecondary Studies and Careers professional development program will be held at the Hilton Seelbach Hotel on March 19 – 21, 2008, in Louisville, Kentucky. This national workshop sponsored by the Southern Regional Education Board, is designed for school teams. To register for the workshop, go online at: http://www.sreb.org/programs/hstw/professionalDev/2007-08Workshops/2007-08_Programs.asp

Over 50 teachers of Agriculture attended the Ag. Education Winter PD which was held at Central Hardin high School on December 27, 2007.

Region 2 DECA meeting scheduled for January 30, 2008, in Bowling Green, Kentucky.

Region 3 DECA meeting scheduled for January 31, 2008, in Bowling Green, Kentucky.

Preparation is being made for Regionals FBLA meetings scheduled for March.

FFA continues to add and refine contests to reflect changes in the agriculture industry. The Second annual FFA Agriscience Fair will be held March 15th at McLean county High School in Calhoun, Kentucky. The first ever Food Science Career Development Event will be held April 10th as part of the UK FFA Field Day.

Student Organization Leadership Day is scheduled for March 5-7, 2008, at the Executive West Hotel. This year marks the 30th Anniversary of Kentucky HOSA.



Monthly Major Activity Summary
Office of Career and Technical Education
Department for Workforce Investment
Education Cabinet
December 2007
Executive Director John M. Marks



On behalf of the Office of Career and Technical Education, we want to take this opportunity to submit our monthly major activities within the system.

- **December Program Assessment Visits:** The OCTE was designated to manage program assessment for secondary technical programs by a 2000 legislative initiative. A total of three program assessment visits were conducted in Kentucky Tech area technology centers.
- **National Career Pathways Network Meeting:** Dr. Ahmed Sabie met with the NCPN national planning team in Cincinnati, Ohio on December 7 to discuss the 2008 national conference.
- **2007 SACS-CASI Annual Conference (December 8-10):** OCTE executive director John Marks and academic consultant Wayne King attended the 2007 Southern Association of Colleges and Schools/Council on Accreditation and School Improvement national conference to represent the state of Kentucky.
- **National Association of Career and Technical Education meeting:** Six members of OCTE attended the national conference in Las Vegas, Nevada December 12-15.
- **Kentucky Tech Training Center Computer Upgrade and Remodel:** During the month of December, OCTE branch manager Joe Morgan was responsible for acquiring 30 new lap top computers for the training center. He arranged for wireless connectivity for each of the computers. The training center is mainly used for the New Teacher Institute, TEDS training, staff meetings and is also utilized by multiple outside entities for training.
- **OCTE Infinite Campus District Administrator Sarah Galliher reports ATCs working with local districts:** Six area technology centers (Clark, Knox, Mason, Mayfield/Graves, Ohio and Warren) are actively involved in Infinite Campus local district applications.
- **33 technical upgrade training proposals were reviewed and selected:** OCTE and KDE personnel agreed upon 33 technical upgrade training sessions to be offered for teachers between April 15 and June 30, 2008.
- **OCTE representatives met with KDE, UK, KCTCS, and the Div of Geographic Information personnel** to work on expanding the use of and teaching GIS technology in grades 6 thru 12. A positive outcome of this meeting is that it will pave the way for OCTE teachers to receive GIS training and help in writing curriculum.

KCTCS Report for KACTE Board

FROM: Carolyn Carter

KACTE BOARD POSITION: KCTCS Liaison to Board

SUBJECT: KCTCS Board Report

DATE: Jan. 2, 2008

PERIOD COVERED IN REPORT: Nov. 9, 2007- Jan. 2, 2008

Facts, Findings, Key Information:

KCTCS News

New Programs, Initiatives, and Resources

KCTCS outlines Competitive Commonwealth plan

KCTCS president Michael McCall toured the state to present the system's Plan for a Competitive Commonwealth, along with its agenda for the upcoming legislative session. McCall outlined three initiatives KCTCS will use to address findings from a study the system commissioned that says Kentucky does not have an appropriately skilled and educated work force.

The first initiative is to expand programs and create new ones so there will be enough educated residents to enter into the projected job openings. KCTCS aims to increase credit enrollment in work force training programs from 43,687 in 2007 to 57,374 in 2020.

The second aims to make it easier for KCTCS students to transfer to four-year institutions. The system is trying to meet the Council on Postsecondary Education's goal of 11,334 students transferring in the fall of 2019.

The third initiative has three components -- intervention strategies in high schools to better prepare students for college, remediation services for all students who need them and becoming the primary source of adult education and literacy programs.

KCTCS aims to increase the percentage of high school students in dual credit and dual enrollment courses from 9 percent last school year to 15 percent in 2020. Officials also want to increase the number of Kentucky's adults with no high school diploma who use KCTCS' programs from 4 percent to 10 percent.

KCTCS is asking the General Assembly for \$32 million in extra funding each year, starting next year through 2020, based on the new business plan. The funding will help the state's community colleges reach the goals while keeping college tuition affordable. KCTCS currently receives \$569 less per full-time student than it did in 1997.

Grants and Awards

Hunt Is first KCTCS faculty member to be named Carnegie Professor of the Year

Carol Holzhausen Hunt, a professor of English and women's studies at BCTC, is the first faculty member in the Kentucky Community and Technical College system to win the prestigious state Carnegie Foundation Professor of the Year honor. Hunt has numerous accomplishments as a committed and innovative teacher, such as leading reform of general studies requirements for all students, and she has devoted time to public service in two of Lexington's urban neighborhoods, and to teaching in China and Kenya, where she helped create a foundation to fight the AIDS epidemic there.

Poole selected as Educator of the Year

Mary Poole, academic success coordinator in the Learning Center at Madisonville Community College, has been honored as Educator of the Year by the Kentucky Association of Developmental Educators, which includes membership from all post-secondary colleges and universities in Kentucky. The award was presented Nov. 10 during the KADE annual conference.

BCTC partnership receives award from US Dept. of Education

Bluegrass Community and Technical College's Adult Education Division in partnership with the BCTC Nursing program and Loudon Co. has been selected as an Adult Basic Education Career Connections Site by the U.S. Department of Education's Office of Vocational and Adult Education. The ABE Career Connections Project encourages new solutions for assisting adult basic education students to successfully transition to postsecondary programs and begin careers in high-demand fields. One of only five sites selected across the country, BCTC will receive \$75,000 plus training and technical assistance over an 18-month period to build upon its current involvement in career pathways.

Postsecondary News

Adults urged to finish degrees - Kentucky initiative will provide help

CPE announced an initiative aimed at helping working adults with a large number of college credits -- but no diploma -- finish their bachelor's degrees. Project Graduate, which will target 11,000 adults age 25 to 50 with 90 or more credit hours, is being led by the state's Council on Postsecondary Education. Kentucky Community and Technical College System is participating in the initiative. Kentucky officials want to boost the number of Kentuckians with bachelor's degrees to 791,000 in 2020.

CPE approves budget request to General Assembly

The Council on Postsecondary Education approved its 2008-10 budget request Monday, which calls for a funding increase of \$174 million, or 16 percent, for Kentucky's postsecondary institutions. The request aims to

double the number of college graduates in Kentucky, promotes research and economic and community development.

The request includes funding for strategic statewide investments including \$25 million for a new incentive funding program called the Double the Numbers Degree Fund, which would reward public four-year universities for increasing bachelor's degree production and the Kentucky Community and Technical College System for increasing the number of associate degrees and transfers to four-year institutions and \$22.5 million for the KCTCS Access Initiative to offset the costs of freezing tuition over the biennium at Kentucky's community and technical colleges. The request also includes \$40 million to implement recommendations from statewide task forces on developmental education and science, technology, engineering, and math (STEM) to accelerate improvements in each of these areas.

Signature