

KACTE Board of Directors' Agenda

Baymont Inn
Elizabethtown, Kentucky
Thursday, November 5, 2009

5:30 p.m.

Call to Order/Welcome, Dale Winkler, Montgomery County Area Technology Center, President

Roll Call, Sheree Koppel, Ed.D., Louisville Technical Institute, Secretary

Election of Treasurer, Ahmed Sabie, Past-President and Nominations Committee Chair

Approval of Agenda

Approval of Minutes

Board of Director's Meeting of September 10, 2009

(Note: minutes may be found on KACTE website, www.kacteonline.org, in the Board Items section.)

Introductions of Board Members and Guests

President's Remarks, Dale Winkler

President-Elect's Remarks, Ken Talley, Ed.D., Jefferson County Public Schools, President-Elect

Consent Agenda

Treasurer's Report, to be elected by Board at meeting

ACTE Region II Report, Sarah Raikes, Washington County High School, ACTE Region II Representative

Executive Director's Report, Mike Stone

Service Area Vice-Presidents' Reports

Administration, Dexter Knight, Jessamine County Career Technology Center

Agriculture, LeeAnn Daugherty, Butler County High School

Business, Brenda Hazell, Ed.D., Russellville Area Technology Center

Family and Consumer Science, Stacy Skaggs, Green County High School

Guidance, vacant

Health, Mary Kleber, Kentucky Community and Technical College System

Marketing, Mark Gibson, Glasgow High School

- New and Related, vacant
- Special Needs, Mary Poole, Madisonville Community and Technical College
- Teacher Educator, Doris Sikora, Ph.D., Western Kentucky University
- Trade and Industry, Wayne King, Office of Career and Technical Education
- Technology Education, Larry Belcher, Daviess County High School

Committee Reports

- Awards, Sheree Koppel (see action agenda)
- Legislative Liaison, Tim Thornberry, Education Cabinet (see action agenda)
- Membership,
- Annual Conference, Ken Talley
- Carl D. Perkins Assistanceship, Elaine Terry, Madisonville Community and Technical College
- Constitution and Bylaws, Michael McMillen, Bluegrass Community and Technical College
- Resolutions, Donnalie Stratton, Division of Career and Technical Education
- Nominations, Ahmed Sabie, Ed.D.
- Auditing, Mark Sims
- Program of Work/Strategic Plan
 - 2009-2010, Dale Winkler
 - 2010-2011, Ken Talley
- Handbook, Sheree Koppel
- Historian, Donnalie Stratton
- ACTE Convention Planning, KACTE Officers (see action agenda)
- 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

Action Agenda

Assistant Executive Director's Report, Kris Stone

Summer Program

Report of Opening Session/Keynote Speaker Subcommittee

ACTE Convention Items, Officers

Assembly of Delegates

KACTE Reception

Ad-Hoc Committee Updates

- Leadership
- Public Relations/Membership
- Certification/CTE Teacher Recruitment
- 2010 ACTE Region 2 Conference
-

Awards Committee, Sheree Koppel
Approval of 2010 Forms

Liaison Committee, Tim Thornberry
2010 Advocacy Plans

Old Business

New Business

Announcement of Next Board Meeting

Thursday, January 14, 2010, Elizabethtown (site to be announced)

7:30 p.m. (target)

Adjournment

TO: Dale Winkler, KACTE President

FROM: Ahmed Sabie, KACTE Past-President & Nominating Committee Chair

DATE: October 27, 2009

SUBJECT: KACTE Treasurer Position

Upon notice from Mark Sims of his desire to resign as KACTE Treasurer effective October 19, 2009, the nominating committee accepts the resignation.

According to the KACTE Bylaws, Article V - Section H it states, "In the event of a vacancy in any office in the KACTE other than the expiration of a term, the nominating committee will make recommendations to the full board." Thus, the nominating committee recommends Cherie Mingus to the office of treasurer. Ms. Mingus meets the qualifications to hold this office, and she has agreed to fulfill the duties of the office.

Thank you.

KACTE PRESIDENT'S REPORT

NOVEMBER 5, 2009

Region II Conference

Fourteen Kentucky Delegates and I attended the Region II Professional Development Conference in Savannah, Georgia, September 24-26. KACTE Officers and guests met with the Georgia ACTE staff to discuss logistics of hosting a Region II conference. During our meeting several ideas were generated about a theme, social activities, and keynote speakers for the 2010 Region II Conference to be held in Louisville. Flyers and brochures advertising the 2010 conference were distributed at two sessions. At the closing session I encouraged all of the attendees to come to Louisville. A Region II Conference Planning Committee will be created. The committee will meet prior to the November 5 KACTE Board Meeting.

ACTE National Convention

The ACTE National Convention will be held in Nashville, Tennessee, November 19-21, 2009. In preparation for the convention I have submitted the names of Kentucky members that will serve as delegates for the Assembly of Delegates session. I have also registered the officers for three events which include: a session on hosting a Regional Conference; ACTE State Association Leadership Luncheon, and a session entitled "Getting Social with Technology".

Committee Work

The Public Relations/Membership Committee met to discuss ways of distributing the new CTE video. Names of local district CTE coordinators have been obtained. The committee will work with Tim Thornberry to determine the best means for distributing the video. Also, membership recruitment incentives have been discussed.

Industry Certifications/CTE Teacher Recruitment Committee will begin discussions via email soon.

New Teacher Workshop

Because of school duties I was unable to attend a new teacher workshop sponsored by the Kentucky Department of Education on October 23. Mr. Ken Talley, President-Elect, agreed to speak with the group of approximately 75 CTE teachers about the benefits of belonging to KACTE.

Open Board Positions

There are still vacant positions on the KACTE Board (Awards Chair, Public Relations/Membership Chair, and Service Area Vice President for Guidance). Since the September Board meeting I have been in contact with several individuals about filling these positions. Dr. Sheree Koppel has agreed to serve as the Awards Chair again this year. Contact has been made with a possible guidance representative. An update will be given at the board meeting.

KACTE Report Form

FROM: Ken Talley

KACTE BOARD POSITION: President-Elect

SUBJECT: Board Report

DATE: October 23, 2009

PERIOD COVERED IN REPORT: September 10 – November 5, 2009

Facts, Findings, Key Information:

- Attended Region II Conference in Savannah with 5 new Career Pathways Specialists from Jefferson County Public Schools
- Addressed importance of joining professional CTE organizations with emphasis on KACTE at:
 - District CTE Liaison meetings (40+ teachers).
 - State New CTE Teacher Workshop (@70 teachers scheduled)
- Attended the Planning Committee Meeting for the 2010 Career and Technical Education Summer Program
- Attended the Summer Program Keynote Speaker Meeting
- Attended the Region II Conference Planning Meeting

Recommendations:

- None

Events, Upcoming Items, Special Events:

- Scheduled to attend ACTE in Nashville
- Plan to attend National Policy Seminar in D.C.

Ken Talley

signature

Kentucky Association for Career and Technical Education

2009-2010 Administrative Budget; Adopted April, 2009

| Category | Income | | |
|--|---------------------|------------------------|---------------------|
| | 07-08 thru 06-09 | 09-10 Adopted | 07-09 thru 10-09 |
| Dues (600 members; 550@100, 50@46) | \$ 50,463.24 | \$ 57,300 ¹ | \$ 14,588.68 |
| Conference Exhibit | \$ 19,185.40 | \$ 17,500 | \$ 15,201.20 |
| KDE Professional Development Regis. ⁴ | \$ 270.19 | \$ 0 | \$ 0 |
| SOLD sponsorships, registrations | \$ 7,140.00 | \$ 7,000 | \$ 0 |
| Transfer from Conference Account | \$ 36,897.92 | \$ 33,750 | \$ 11,081.26 |
| Miscellaneous (interest, fees, etc.) | <u>\$ 5,631.16</u> | <u>\$ 2,000</u> | <u>\$ 1,000.00</u> |
| TOTAL | \$119,587.91 | \$117,550 | \$ 41,871.14 |

Expenses

| Category | | | |
|--|--------------------------|-----------------------------|---------------------|
| Administration | | | |
| ACTE | \$32,133.00 | \$ 34,500 | \$ 6,174.00 |
| Executive Director's Contract | \$19,200.00 | \$ 19,200 | \$ 4,800.00 |
| Assistant Executive Director | \$37,025.00 ⁷ | \$ 33,650 | \$ 8,412.51 |
| Executive Director's Travel | \$ 4,995.00 | \$ 5,500 | \$ 2,112.86 |
| Executive Director's Recruitment ² | <u>\$ 0</u> | <u>\$ 0</u> | <u>\$ 0</u> |
| Subtotal | \$93,353.90 | \$ 92,850 | \$ 21,499.37 |
| Overhead | | | |
| Telephone | \$ 550.00 | \$ 600 | \$ 200.00 |
| Supplies | \$ 1,378.42 | \$ 1,200 | \$ 755.86 |
| Postage | \$ 1,244.56 | \$ 1,400 | \$ 92.51 |
| Bonding | \$ 183.83 | \$ 200 | \$ 183.83 |
| Audit | \$ 1,500.00 ⁶ | \$ 500 ⁶ | \$ 0 |
| ACTE Region 2 Conference Sponsorship | \$ 250.00 | \$ 250 | \$ 250.00 |
| Miscellaneous | <u>\$ 1,035.73</u> | <u>\$ 1,000</u> | <u>\$ 431.83</u> |
| Subtotal | \$ 6,142.54 | \$ 5,150 | \$ 1,914.03 |
| Officer Travel/ACTE Meeting Expenses | | | |
| ACTE Convention (Nashville) | \$ 1,697.38 | \$ 2,800 | \$ 725.00 |
| Region 2 Rep Travel (Nashville) | \$ 907.41 | \$ 700 | \$ 285.00 |
| Region 2 Conference (Savannah) | \$ 1,555.56 | \$ 2,100 | \$ 1,375.21 |
| ACTE Nat'l. Pol. Seminar (D.C.) | <u>\$ 2,529.13</u> | <u>\$ 1,400</u> | <u>\$ 0</u> |
| Subtotal | \$ 6,689.48 | \$ 7,000⁵ | \$ 2,385.21 |
| Member Services | | | |
| Carl Perkins Assistantship | \$ 1,000.00 | \$ 1,000 | \$ 0 |
| Website | \$ 319.40 | \$ 300 | \$ 74.85 |
| Legislative Advocacy ³ | \$ 0 | \$ 500 | \$ 0 |
| SOLD expenses | \$ 5,959.48 | \$ 6,000 | \$ 0 |
| Membership Promotion/Advertising ³ | \$ 1,720.83 | \$ 1,500 | \$ 0 |
| Annual Conference (Awards) | \$ 0 | \$ 500 | \$ 0 |
| KDE Professional Development Programs ⁴ | \$ 775.31 | \$ 0 | \$ 0 |
| Marketing Initiatives | \$ 1,253.87 | \$ 1,000 | \$ 0 |
| Leadership Summit | \$ 0 | \$ 1,000 | \$ 597.35 |
| ACTE Reception | <u>\$ 0</u> | <u>\$ 500</u> | <u>\$ 0</u> |
| Subtotal | \$11,028.89 | \$12,300 | \$ 672.20 |
| Contingency³ | \$ 25 | \$ 250 | \$ 0 |
| GRAND TOTAL | \$117,214.81 | \$117,550 | \$ 26,470.81 |

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 over budget will be transferred from the Summer Program.

⁷Includes \$5,000 Summer Program performance bonus.

Sarah Raikes
Region 11 Representative
Date: November 5, 2009

Facts, Findings, Key Information

Approximately 15 members from Kentucky attended the Region II Conference in Savannah, Georgia. While there, Kentucky met with the Georgia delegation and began planning for the 2010 Region II meeting which will be held in Louisville, KY. I attended the policy meeting while in Savannah. As always, if you are interested in serving on a ACTE committee please let me know.

Ellie Pribble received the Region II Teacher of the Year and Ginny Ellington Received Outstanding Career and Technical Educator and they both will represent our region at the ACTE conference in Nashville, TN. Good Luck to both.

I will be attending the ACTE convention in Nashville, TN, where I will be attending Region II policy meeting, state association luncheon, hosting a region conference in your state session, and getting social with technology, which will help us in our leadership initiative.

We will be hosting a Kentucky Reception in Delta 2016. Kris is sending invitations to everyone who is registered for the conference from Kentucky. We will be inviting ACTE and Region II leadership as well.

If you have any concerns or need any information regarding Region II activities, please feel free to contact me by email at: sarah.raikes@washington.kyschools.us

TO: KACTE Board

FROM: Mike Stone

SUBJECT: ***Executive Director's Report***
for the period Sept. 10-Nov. 5, 2009

DATE: November 5, 2009

MY CONGRATULATIONS and appreciation is extended to the 2009-2010 KACTE officers and board members for their leadership of your professional association. It is evident in current programmatic developments KACTE is able to contribute to CTE and the teachers and educators in the system. This volunteer leadership lets Kris and I fulfill the support role best suited to executive staff. With this start and continued achievement, it could be a remarkable year. We thank you for your vision, effort and dedication.

A KEY AREA of support is the Annual Statewide CTE Summer Program. Kris has closed the books on the 2009 Summer Program, and we now turn to planning the 2010 event. I helped with preparation for and then facilitated the 2010 Summer Program Planning Meeting on Oct. 6, which was followed by my preparing a summary of the six-hour session. I will facilitate a meeting on Nov. 5 of the newly formed Opening Session/ Keynote Speaker subcommittee. I will continue to provide publicity and promotional support.

CTSO CONTRIBUTIONS are another important area of concentration. I met with the CTSO State Advisers on Sept. 17, and I will meet with them again on Oct. 29. At the Sept. 17 meeting, we confirmed KACTE will continue to prepare a newsletter on CTSO activities for distribution to the Kentucky General Assembly and other audiences. At the Oct. 29 meeting, I will present a proposed registration form and set details for the annual Student Organization Leadership Day in Frankfort on Tuesday, February 9, 2010.

THE MEMBERSHIP deserves reliable communication, and Kris and I have been gathering information for incorporation in an all-member mailing, which should be sent by mid-November. Critical elements in this mailing will be the Awards Committee announcement short nomination form, news of KACTE activities, legislative update information, and details about SOLD and the Summer Program. The membership recruitment video can be a useful tool; and the membership needs to be reminded of its availability on the Vimeo site. This all-member mailing can serve as a vehicle to promote membership and is a good way to announce membership recruiting incentives.

Along the line of reliable communications, following the upcoming ACTE Convention, Kris and I do not have any extend leave time. We will make every effort to work with the designated staff at Sullivan College of Technology and Design to redesign the KACTE website. Additionally, I will pursue auditing of appropriate classes in order to be better able to assist with web maintenance.

ADVOCACY MUST be a focus of KACTE activity in the coming months. As a sign of KACTE's growing image, it was asked to participate on a KDE-initiated workgroup of stakeholders called to develop a professional development promotional plan for the implementation of the changes driven by SB1. KACTE will seek to elevate the status of career and technical education with the Governor's Transforming Education in Kentucky Taskforce. It is unclear what may result from this effort, as such things as KERA, HB1 and SB1 have or will transform education in Kentucky already. A cynic might suggest the forming of a taskforce is a way to postpone dealing with hard issues facing education -- like money and infrastructure -- because it builds in a ready-made excuse of "wait until the report is released."

Executive Director's Report -- 2

The latest reports on the state's biennial budget projections are dire. Speaker Stumbo has suggested the legislature may seek to use reserve funds in public school district hands. That this suggestion even was made hints at the critical budget problems, and the subject will dominate the 2010 General Assembly session beginning in January. It is incumbent on KACTE to have an advocacy plan to deal with the legislative session because CTE will need to be promoted and defended just to hold on to existing budgets. There will be increased competition for every dollar, and efforts to enhance the public image and convince partnership groups to support investments in CTE will be necessary. I commend activities under consideration by Legislative Liaison Tim Thornberry and am ready to assist. As critical as the situation is, it still offers an immense opportunity for CTE to demonstrate its overall impact and achievement.

KRIS AND I attended the ACTE Region 2 Conference in Savannah Sept. 23-27. Part of our time was devoted to promoting and starting to plan the 2010 ACTE Region 2 Conference, which will be at the Galt House in Louisville Sept. 30-Oct. 2. We also will be attending the ACTE Convention in Nashville where we will be participating in the National Executive Directors' Association meetings as well as other association-focused training and educational programs. I did inform ACTE of the newly adopted student dues waiver, and the ACTE Quality Association Standards Award application was filed timely.

A DRAFT APPLICATION for the newly created KACTE Professional Development Grant is attached. Feedback is welcome.

KRIS AND I MET WITH DR. JAY BOX, Chancellor, KCTCS, on Tuesday, Oct. 27. It was a very positive meeting, including Dr. Box's willingness to consider joining KACTE. We offered Dr. Box the opportunity to fill the postsecondary representative position on the Professional Development Grant Review Committee. He said he would review with staff and decide whether he or a representative would participate. We discussed the Summer Program and technical and community college participation. We explained our facilitation role and eagerness to help the Summer Program serve as a professional development/technical upgrade opportunity for faculty. He indicated he saw value in the Summer Program, and we exchanged some thoughts about how to identify and publicize program offerings that will appeal to the faculty.

He suggested a KACTE booth at the KCTCS New Horizons Conference (in Louisville in late May) and whether there would be an appropriate session KACTE could present or sponsor. He very much wanted to continue receiving ACTE legislative updates and other information we have been sharing with him as a courtesy (They also are sent to Debbie Anderson and John Marks.). We pointed out our advocacy efforts, and we will be pleased to incorporate KCTCS requests in our meetings with legislators. The key is KCTCS sharing information.

Kris and I acknowledged the contributions we have and are receiving from some KCTCS faculty and staff, but we felt there needed to be more involvement. Increased involvement and leadership will help alleviate the perception KACTE is a secondary-focused organization, which is in part true since 8 percent of the membership is KCTCS faculty and staff. Ninety percent of the membership is secondary (including Kentucky TECH) and middle school. Kris and I left the meeting feeling very positive about the opportunity to grow a mutually beneficial partnership.

Executive Director's Report -- 3

DRAFT -- Professional Development Grant Application

The Kentucky Association for Career and Technical Education (KACTE) has as part of its mission to further professional development opportunities for Career and Technical Education (CTE) teachers and administrators. KACTE makes available limited, discretionary grants funded through Annual CTE Summer Program proceeds.

The following grant application will be reviewed by a committee, which will judge the request based on the professional development need to be addressed, the program area and number of CTE professionals to be served, the expected enhancement of CTE instruction or accountability resulting from the request, and the dollar amount requested.

Please complete the following application and submit to KACTE, P.O. Box 4583, Frankfort, KY 40604-4583; fax to 502-227-8082; or e-mail to kls56@mis.net. For questions or more information, please call KACTE at 502-223-1823, or e-mail the address above.

Request submitted by:

Name Title
Agency/School
Address
City State Zip
Phone Fax
E-mail
Website (if applicable)

Purpose of request:

CTE professionals to be served:

Number of CTE professionals anticipated to be served:

Please describe, or provide an outline, of the proposed professional development:

Amount requested:

KACTE Report Form

FROM: Brenda Hazell, Ed.D.
KACTE BOARD POSITION: Business Education Representative

SUBJECT: Business Education Report for KACTE

Board Meeting

DATE: November 5, 2009

PERIOD COVERED IN REPORT: Fall 2009

November

Facts, Findings, Key Information:

Kentucky Business Education website is the host for many of business education's curriculum documents at www.kbea.org

Resource section contains the following documents:

The Accounting and Finance Foundations Student Guide

The Assessment Book

(New) Business Management Curriculum Guide

Curriculum Alignments

(New) MS Office Activities & Projects

(New) Multimedia Resources

Handouts from 2009 Summer program

Thanks to Damian Laymon and Chad Parnell for this active website.

The NEW Multimedia website can now be found on this site at <http://www.kbea.org/kdemultimedia/>

Project ideas may be sent to DamianS.Laymon@ky.gov

Business educators have begun a Google Docs sharing group for sharing ideas and classroom needs. To become a member of Google docs sharing group, contact

Greta.Ramage@Livingston.kyschools.us

The Education Foundation of the Kentucky Society of CPAs awards up to eight \$500 grants to high school business and accounting educators to enhance their classes. Awards are made throughout the year to the best proposals. Applications and additional information at KyCPA Educator Grants.

Kentucky Society of CPAs again sponsors free, five-day summer program for juniors and seniors.

The Business & Accounting Summer Education (BASE) camp is sponsored by organizations including YUM! Brands, Junior Achievement, the University of Louisville and a host of Kentucky businesses. Additional information at cpa2be.org

Accounting Awareness Day was held October 13 at University of Louisville. Currently, October 23, 2010, will be the date at Eastern Kentucky University.

FBLA Region 2 Fall Newsletter 2009 was sent electronically for the first time vs. the printed version being mailed. Other regions are also making changes to address changing society.

Business V-P Report -- 2

FBLA: Over 200 members, advisers, and guests will be attending the National Fall Leadership Conference in Baltimore, Maryland, November 5 – 8, 2009. Vicki Whitaker, Interim FBLA State Adviser, and Debbie Barnett, Adviser to the FBLA State Officers, are coordinating the delegation.

Your business education representative has registered to attend one day of the convention and expo of the ACTE conference in Nashville, Tennessee.

Recommendations:

Proactive support for position previously held by Steve Small.

Events, Upcoming Items, Special Events:

2009 - 2010

New item: November 1, 2009, KBEA Scholarship applications due. Scholarship is open to any business education student teacher.

November 5–8, FBLA Fall National Leadership Conference, Baltimore, Maryland

New item: November 13-14, 2009, KBEA Board meeting, Crowne Plaza, Louisville.

New item: January 1 – March 30, 2010, Applications accepted for BASE Camp (Business & Accounting Summer Education).

New item: March 30 – April 3, 2010, NBEA (Nat'l Business Educ. Assoc.) conference, San Diego, CA.

Visit www.nbea.org for more information

April 15-17, 2010, FBLA State Leadership Conference, Galt House, Louisville

New item: June 6 – 10, 2010, BASE Camp (Business & Accounting Summer Education), Bellarmine University, Louisville.

July 14-17, 2010, FBLA National Leadership Conference, Nashville, Tennessee

Respectfully submitted,

Dr. Brenda Hazell

signature

KACTE Report Form

FROM: Mary Kleber
KACTE BOARD POSITION: Health Science Technology Education
SUBJECT: KACTE Report
DATE: October 23, 2009
PERIOD COVERED IN REPORT: July – October, 2009

Facts, Findings, Key Information:

The HOSA Washington Leadership Academy (WLA) was held September 19-22, 2009, with three KY HOSA state officers and several advisors attending. In addition to an excellent leadership agenda, the students met with key policy makers and also visited each KY representative and senator.

The HOSA Fall Leadership Conference was held October 12-14, 2009, in Louisville, KY with over 200 local officers in attendance. Faculty attended sessions related to Diversity, H1N1, MNA, and KBN issues. Continuing education units were provided.

All licensed practical and registered nurses are required to have 14 ceus for re-licensure each year. The period for re-licensure ends 10-31-09.

Many of our schools/colleges/central office staff are working on Department of Labor/ARRA grants in the health science area.

KBN legislative agenda for 2010 will deal with changing the advanced practitioner titles to APRN (Advanced Practice Registered Nurse). APRNs include certified registered nurse anesthetists, certified nurse-midwives, clinical nurse specialists, and certified nurse practitioners. Additionally, KBN will be asking to regulate advanced practice master's programs in nursing.

The Kentucky Nurse Capacity Coalition (KNCC) is a statewide collaborative of private and public educational institutions, healthcare industry representatives, and Kentucky Board of Nursing representatives formed to identify and address issues that would increase the number of nurses in Kentucky. Future reports of this coalition will be forthcoming.

Recommendations:

Events, Upcoming Items, Special Events:

WKU HOSA on the Hill - Friday, December 4th, 2009, 8:30 a.m. - 1:30 p.m. (Central time)
“Last year 11 schools and over 200 students participated. Plan to join us!”

KY HOSA Spring Leadership Conference – Crowne Plaza Hotel, March 10-13, 2009
HOSA National Leadership Conference – Coronado Springs, Orlando, FLA – June 23-26, 2010

KACTE Report Form

FROM: Mary Poole

KACTE BOARD POSITION: President of KACTE-SNP

SUBJECT:KACTE-SNP Quarterly Report

DATE: October 20, 2009

PERIOD COVERED IN REPORT: Fall 2009

Facts, Findings, Key Information:

The KACTE-SNP board held its fall meeting on September 18, 2009 in Elizabethtown, KY. Attendance was increased from previous meetings. The focus on the meeting was centered on building the membership by devising a plan of action to market the organization. With that in mind, several initiatives were activated.

1. A much-needed update of the website which includes changing to a new web host to allow for regular updates.
2. A work group was established to decide on a logo or tag line for the organization.
3. A budget was established to purchase items with the new tag line on it for distribution at summer conference.
4. A work group was identified to build a distribution list for our newsletter.
5. A fall newsletter is being written for a distribution.

Our next meeting will be a conference call on January 15, 2010.

Mary Poole

KACTE Report Form

FROM: Wayne King

KACTE BOARD POSITION: Trade and Industry

SUBJECT: November Trade and Industry Board Report

DATE: 11-5-09

PERIOD COVERED IN REPORT: 9/09 - Present

Facts, Findings, Key Information:

OCTE and KDE are involved in the revision to Senate Bill 1 relating to teacher PD.

Recommendations:

Events, Upcoming Items, Special Events:

Program assessment cycle 4 starts in October.

Kentucky's SkillsUSA is holding KLTi this week in Louisville.

Construction Fair was held in Shelbyville September 30 – October 1, 2009. There were over 2100 participants.

NTI was held during the week of 10/12/09 in the new training center on the 20th floor.

KDE is working with KCTCS on DSCUM curriculum development.

OCTE and KDE participated and presented for a safety training in Jefferson County.

AAA Ford is coming soon.

Wayne King

signature

KACTE Report Form

FROM: Donnalie Stratton

KACTE BOARD POSITION: Liaison: Division of Career and Technical Education

SUBJECT: Liaison Report

DATE: October 19, 2009

PERIOD COVERED IN REPORT: September – October, 2009

Facts, Findings, Key Information:

New Teacher Workshop

A New Teacher's Workshop was held on October 23-24 in Louisville. Approximately 40 teachers in the areas of Family Consumer Science, Information Technology, Business and Marketing and Pathways to Careers attended. Following an overview of CTE, teachers met with their program consultant and focused on program specific requirements and assistance.

A representative from KACTE made a presentation and encouraged new teachers to join the organization.

Senate Bill 1

An area of emphasis in Senate Bill 1 is Program Review. Work continues as the review is being developed around the following standards:

Curriculum and Instruction

Formative & Summative Assessments

Professional Development and Support Services

Administrative/Leadership Support and Monitoring

Plans are to:

Pilot a small number of schools: Spring 2010

All schools participate in pilot – 2010/2011

Full Implementation – 2011/2012

Note: In regards to Senate Bill 1, all teachers/representatives need to get informed and let colleagues know about the opportunity to showcase outstanding programs through the program review. Additional information is available on KDE website.

Stand by for further updates as they become available.

Career and Technical Education Update for Kentucky Board of Education

A presentation was made by Debbie Anderson, Division Director and Branch Managers, Diane Sharp and Debbie Tankersley, to the Kentucky Board of Education on October 7th on the progress being made in CTE. This agenda item was a review of the CTE program and its accomplishments. Materials including CTE data were provided prior to the meeting.

Program Area Initiatives

Agriculture

Kentucky Association of Agricultural Education (KAAE) held their annual Fall Meeting at the Kentucky FFA Leadership Training Center in Hardinsburg on September 11, 2009.

DCTE Liaison Report -- 2

Kentucky State FFA Officers conducted training for all Regional FFA Officers at the annual ROAR Conference (Regional Officer Annual Roundup) on September 11-12, 2009, at the Kentucky FFA Leadership Training Center. Over 100 people participated.

The second "New Agriculture Teachers Workshop" for the 2009-10 school year was held October 2-3, 2009 at Rockcastle County High School with about 20 new and returning teachers in attendance. Program Consultant Matt Chaliff and Rockcastle County Ag Teacher Jeff Hayes presented at this workshop.

An architect has been selected for the improvement project at the Kentucky FFA Leadership Training Center in Hardinsburg.

Training was held for individuals interested in operating the new ROPES course at the Kentucky FFA Leadership Training Center. Approximately 16 persons were trained/certified to be operators/instructors.

Engineering and Technology

The subcommittee from CTE on the Education Professional Standards Board met recently and is looking at certification regulations for principals, and occupational teachers in various areas such as Information Technology and Health Science.

Project Lead the Way Summit and Conference is scheduled for October 27, 2009 in Lexington. Dennis Bega, U.S. Department of Education is to be the keynote speaker. Other featured speakers include Dr. Lee Todd, President, University of Kentucky and Dr. Terry Holliday, Commissioner, Kentucky Department of Education. The Commissioner is planning to make a visit to a Project Lead the Way site in Scott County.

National Symposium for Project Lead the Way is scheduled for November 12, 2009 in Austin, Texas. STEM events for the year will be featured at this conference.

Technology Student Association has received a \$15,000 grant to purchase 3D CAD software for all TSA members to use over a two year period.

Plans are being formalized to develop statewide competition relating to entrepreneurship across the various CTSOs.

Family and Consumer Sciences

Fall meeting for KATFACS fall board meeting was held in Elizabethtown. Plans are being formalized for Summer Program. Representatives were selected to represent the organization at ACTE and National Policy Seminar.

Health Sciences

The KY Health Science Task Force continues to meet for the purpose of updating the core courses for Health Science while moving toward units of study per course with accurate curriculum mapping. *Today's Class* (computer-based anatomy & physiology classroom resource) is being piloted in about 25 schools across the state with positive reviews.

Over 200 students and advisors participated in the 2009 KY HOSA Fall Leadership Conference. While students learned about the roles of their office, Advisors were offered 13 hours of CE (from the Kentucky Board of Nursing to use toward licensure renewal) and PD. Feedback was positive from those who participated.

DCTE Liaison Report -- 3

Ongoing - the Health Science division of KACTE continues to be an opportunity for improvement for this Consultant. Increased membership with defined responsibilities is my goal.

Pathway to Careers

A committee will meet November 20th in Louisville to begin work on Curriculum revisions and alignment of courses in Pathway to Careers.

Staff continues to work with VETCS in summarizing data from teachers and business personnel regarding Energy Education.

Plans are being formalized for the Summer Program Planning Committee is to meet November 3, 2009.

Events, Upcoming Items, Special Events

The SREB HSTW Legislative Fall Forum and Board Meeting will be held in early November, in Savannah. The KDE team will consist of Debbie Anderson, Diane Sharp and John Marks (OCTE) and invited legislators. The purpose of the forum is to examine state practices and policies and develop a plan of action for moving more students to higher levels of achievement.

Accounting Awareness Day, Eastern Kentucky University, October 23, 2009

Marketing Task Force meeting, Bardstown, October 30, 2009

Financial literacy PD for Middle School Math Teachers Consortium
in Bourbon County, October 28, 2009

FBLA National Fall Leadership, Baltimore, November 5-8, 2009

National Family Career and Community Leaders of America Cluster

Meeting in Louisville, Kentucky at Galt House, November 20-22, 2009

Kentucky FCCLA Advisory Board meeting, Frankfort, October 23, 2009

National FFA Convention, Indianapolis, October 19 -24, 2009

HOSA week, Nov. 1-7, 2009

Eastern KY HOSA Regional, Southeast Community & Technical College, Cumberland,
December 1, 2009

HOSA on the HILL Regional Leadership Workshop, Western KY University, December 4, 2009

Patriot Challenge, Regional Leadership Workshop at St. Catharine College,
December 11, 2009

Spring Leadership Conference, Crowne Plaza, Louisville, March 10-13, 2010

**Office of Career and Technical Education
Department for Workforce Investment
Education and Workforce Development Cabinet
September 2009 Report
Submitted by Mike Kindred**

OCTE Executive Director John Marks and Deputy Executive Director Mike Kindred have visited 17 area technology centers to attend Steering Committee meetings. Letters to the Editor have been created and sent to each local paper thanking legislators and community leaders for their interest in technical education. **This is an ongoing process and will impact all 54 ATCs.

Kentucky TECH - Meade Co. ATC promotes weatherization training during green event attended by Robert F. Kennedy, Jr. Good News Story #295. Documented: <http://www.kytech.ky.gov/flash295.pdf>

The Office of Career and Technical Education has completed Phase 1 in the process of the updating KY Tech's Vision, Mission and Goals. This process is required for continued accreditation by the Southern Association of Colleges and Schools. The process will continue with Phase II at the principals' meeting October 28-30 and will be completed at the SACS conference on December 4, 2009.

Phase 1 was comprised of a Survey on Beliefs that involved the staff of all the 54 KY Tech schools and their advisory boards from the education and business and industry sectors for an approximate total of 54 principals, 54 secretaries, 54 custodians, 216 educators from local school districts and 540 representatives from business and industry. **This information is submitted by Program Assessment Branch Supervisor Myra Wilson.

Approximately 2,000 career and technical education students attended the annual Construction Career Fair at the Shelby County Fairgrounds from September 30-October 1. The event provides students with an opportunity to meet business and industry representatives, operate machinery, and perform tasks found on real jobsites. It is sponsored by the K4C (Kentucky Construction Career Choice Council).

SkillsUSA Kentucky Contest selected by Nationals - At this year's National SkillsUSA state directors meeting, Steve Phillippi, Kentucky director submitted the Welding Sculpture contest for consideration as a new national contest. It was overwhelmingly accepted by the national committee and the state association directors. The welding sculpture contest will be added to the national competition this June in Kansas City, MO. and will potentially impact thousands of students.

****Kentucky first started the contest two years ago at the state conference. The number of contestants has risen from ten to thirty-six in only one year.**

Sixteen KY Tech Construction and Manufacturing instructors have finished their NCCER recertification processes over the past several months. **This information is collected in the Secondary Initiatives Branch under the direction of Steve Bennett.

OCTE Liaison Report -- 2

Teacher Certification, Internship and Teacher Testing- reported by Vickie Staley, program coordinator.

- * 20 Teacher Certification Renewals**
- * 13 Rank changes**
- * 6 new teacher certifications**
- * 12 Interns total: 2 of the 12 started in September**
- * 6 teachers NOCTI tested (3 local and 3 KY Tech)**
- * 48 substitute teacher certifications processed**

Future Business Leaders of America (FBLA) - Submitted by Vicki Whitaker, Business and Marketing Consultant:

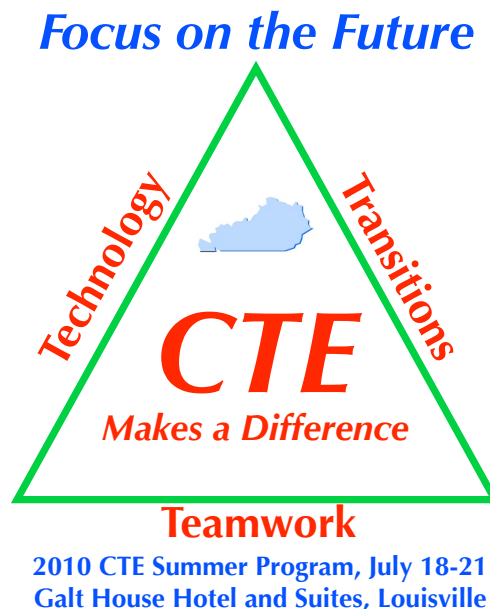
- * Organized and led FBLA Board of Directors Meeting, Executive Council Meeting and Regional President's Meeting, potentially impacting 8,000 FBLA members as we made plans and set policy for the year for 186 FBLA local chapters.**
- * Was a guest at national FBLA headquarters in Reston, Virginia, of Jean Buckley, CEO of FBLA-PBL, Inc. - Information gained was sent to 186 FBLA chapters in Kentucky.**

Kris Stone
Assistant Executive Director
November 5, 2009

KACTE Membership statistics are in the board package. July 2009 past due notices were sent. October 2009, membership dues have been invoiced. A reminder has been sent to Aaron Tucker, KAAE, concerning the agriculture dues which were collected at the Summer Program but have not been forward to KACTE.

The Career and Technical Education Summer Program Planning Meeting was held October 6, 2009, at the Galt House. There were 22 present spanning all areas and levels of CTE.

The theme of ***Focus on the Future***, with strands on **Technology, Transitions** and **Teamwork** all supporting ***CTE Makes a Difference in Kentucky***. The following traditional Summer Program brand reflects the 2010 theme. The graphic presentation may be enhanced from this working draft. Next year, a student design contest may be considered once the Planning Committee agrees to a theme and strands.



A budget was approved with an increase in registration cost of \$20. Registration fee for KACTE member is \$145 and \$195 for non-KACTE members.

Two sub-committees were formed. An Opening Session/Speaker Selection Subcommittee was named to check out possible speakers and enhance the Opening Session. This group will meet prior to the KACTE Board meeting on Nov. 5. A Food and Beverage Subcommittee was named and will meet at a future date to set lunch and breakfast menus and plan the special break reception on Monday afternoon.

Assistant Executive Director's Report -- 2

I will be attending the **2009 ACTE Convention and Career Tech Expo** in Nashville, November 19 - 21, 2009. I will be attending all invited events including, *Hosting a Region Conference in Your State*, *ACTE State Association Leadership Luncheon* and *2009 ACTE State Association Leadership Workshop: Getting Social with Technology*.

The Legislative Support Fund will again host a silent auction. I will purchase the items to be donated at a cost of \$100 per past KACTE practice if the Board agrees.

My main job at the convention will be visiting the exhibitors and extending a personal invitation to the 2010 Summer Program. I will have exhibit brochures to hand out to each exhibitor. Assistance will be needed by the officers in order to cover the entire exhibit area. We can meet after the opening session in order to divide the exhibit area. Thank you for your assistance.

Administrative Tasks were completed timely, including all financial transactions and posting of items to the KACTE website. The books have been closed for 2008-2009 fiscal year and sent to the auditor for preparation of Tax Form 990. A copy of the distribution of Summer Program profits was given to the auditor. He suggested opening a number of accounts so not one account has a large accumulation of money in it.

2010 Career and Technical Education Summer Program July 18-21, Louisville, Kentucky

BUDGET

| | Budget |
|---|----------------------|
| Income | |
| Registration (300@\$145; 1200@\$195) | \$277,500 |
| Exhibits | 45,000 |
| Miscellaneous & Interest | 0 |
| TOTAL | \$322,500 |
| Expenses | |
| <u>Overhead</u> | \$17,500 |
| Attendee Gift | |
| Badges | |
| Signs | |
| Interpreters for the deaf | |
| Computers | |
| Miscellaneous supplies | |
| Planning Committee Meeting | |
| Audit | |
| On-Line Registration | |
| Master Card/Visa Fees | |
| Security (50%) | |
| LC&VB Registration Assistance | |
| <u>Printing and Publicity</u> | \$19,000 |
| Promotional Brochure (sent with reg. packet) | |
| Registration Package | |
| Registration Receipt | |
| Postage | |
| Program book (3-ring binders and loose filler) | |
| Promotional Travel (ACTE Convention, school visits) | |
| <u>Audio Visual</u> | \$17,500 |
| <u>Decorations (25%)</u> | \$3,000 |
| <u>Speakers</u> | \$10,000 |
| Speaker Expenses | |
| Speaker Gifts | |
| Speaker | |
| Miscellaneous Support Items | |
| <u>Food and Beverage</u> | \$129,000 |
| Attendee breakfast, lunch, breaks | |
| Association Events | |

| | |
|-----------------------------|-----------------|
| <u>Transportation</u> | \$3,000* |
| <u>KACTE Management Fee</u> | \$34,000 |
| <u>Exhibits</u> | \$45,000 |
| Promotion | |
| Decorations (75%) | |
| Security (50%) | |
| Entertainment/Refreshments | |
| Refund | |
| Association Profit Share | |

Program Area Education **\$42,500**

NOTE: Intended for use by program areas to support educational presentations and program enhancements, such as speaker expenses, awards, materials and handouts, guest amenities, and related costs.

| | | Budget |
|------------------------|----------|---------------|
| Agriculture | KAAE | \$5,460 |
| Business | KBEA | \$7,560 |
| Corrections | | \$ 500 |
| F&CS | KATFACS | \$5,880 |
| Health | KHEA | \$3,780 |
| Industrial/Technical | | |
| Communications/IT | | \$2,520 |
| Construction | | \$3,360 |
| Manufacturing | | \$2,940 |
| Transportation | | \$2,520 |
| Marketing | KMEA | \$2,520 |
| Pathways to Careers | KACTESNP | \$2,520 |
| Engineering/Technology | KATEA | \$2,940 |

Miscellaneous **\$2,000**

GRAND TOTAL **\$322,500**

***Program specific, off-site transportation charged to Program Area Education budget.**

KACTE Report Form

FROM: Sheree P. Koppel

KACTE BOARD POSITION: Secretary/Awards Chairperson

SUBJECT: Awards Application

DATE: 10:20:09

PERIOD COVERED IN REPORT: July – November, 2009

Facts, Findings, Key Information:

Two of our 2008 award winners won Region 2 competition and will go on to compete at the national level, Ellie Pribble, Kentucky Career and Technical Teacher of the Year for 2008 and Region 2 Career and Technical Teacher of the Year, 2009, and Ginny Ellington, Kentucky Career and Technical Educator 2008 and Region 2 Career and Technical Educator 2009.

Recommendations: When I receive instructions from Region 2, I will send them to our 2009 winners and encourage them all to complete their packets for regional consideration.

Events, Upcoming Items, Special Events: It is time to send out applications for 2010 to our membership. I need the Board to review the forms for accuracy and recommend any changes before I finalize the forms for mailing. Look especially at the dates and let's make sure these dates provide sufficient time for all candidates to participate.

Dr. Sheree P. Koppel
signature

Kentucky Association for Career and Technical Education

KACTE 27 Years of Service Award
2010 Nomination Form

The Awards Committee of KACTE hopes to identify those individuals who have 27 years of continuous membership in KACTE. Individuals must have at least 27 years of membership in KACTE to be eligible for this award.

Nominee _____
Present Position _____
Address _____ City _____ State _____ Zip _____
Home Phone _____ Work Phone _____

Years of Service (describe location, activity and service years)

Educational Background

Occupational Background

Awards/Honors Received

Professional Association Membership in KACTE for ___ years, beginning in _____ to _____.

Please complete this nomination form and return it to:

Dr. Sheree P. Koppel, Academic Dean
Sullivan College of Technology and Design
3901 Atkinson Square Drive
Louisville, KY 40218

KACTE AWARDS NOMINATION
SHORT FORM

If you or anyone you know might be a candidate for one or more of the awards presented by KACTE each year at our summer meeting, please take note. Beginning with the 2008 awards, we created a simplified process to encourage more nominations:

Go to kacteonline.org after December 1 to review all the awards and the requirements for each.

Determine if you have an interest in nominating yourself or another person for any of the awards.

Complete the nomination short form, appearing both on the website and sent to each member along with our awards flyer.

Return the short nomination form by **January 30, 2010** to

Dr. Sheree P. Koppel, Academic Dean

KACTE Awards Chairperson

Louisville Technical College

3901 Atkinson Square Drive

Louisville, Kentucky 40218

502-456-6509

HYPERLINK "<mailto:skoppel@louisvilletech.edu>" skoppel@louisvilletech.edu

KACTE will contact you, if you are a finalist, by the middle of February, 2010.

Complete a full application packet, if you are selected as a finalist, by May 31, 2010.

Attend KACTE's 2010 summer program to receive your award. We hope that this process will encourage you to nominate yourself and others for awards and the recognition you deserve.

KACTE AWARDS APPLICATION (SHORT FORM) 2010

Please complete all parts of the application form before returning it to Sheree Koppel.

Nominee's Name _____

Nominee's Institution _____

Nominee's Current Position _____

Work Address _____

Home Phone _____ Cell Phone _____

Work Phone _____ Fax _____

e-mail address _____ Summer e-mail Address _____

KACTE member since _____ Membership # _____

Recognition/Award Sought

27 years of membership in KACTE (see separate form attached)

KACTE Outstanding New Career and Technical Teacher

Carl Perkins Humanitarian Award

Award of Merit

Outstanding Service

KACTE Teacher of the Year

KACTE Outstanding Career and Technical Educator

KACTE Outstanding Teacher in Community Service

Award for Excellence, Automotive Service

KACTE/NIOSH School Lab Safety Award

Policy Maker of the Year

KACTE Image Award

Nominated by self _____ other (name)

Please review the descriptors and requirements of any award you seek before completing the short form application. You can view all award requirements at

HYPERLINK "<http://www.kacteonline.org/awards.htm>" <http://www.kacteonline.org/awards.htm>.

