

KACTE Board of Director's Minutes

Galt House Hotels– Louisville

Friday, April 27, 2007

Call to Order: The meeting was called to order by President Helphinstine at 1:05 p.m. at the Galt House Hotels in Louisville. Proxies were distributed as follows:

- ✓ Johnetta Grant accepted the proxy for Lynn Baldwin, Special Needs
- ✓ Wayne King accepted the proxy for Kay Turner, Technology Education
- ✓ Kenny Brammel accepted the proxy for Jim Edwards, Legislative Liason

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

- ✓ Larry Helphinstine, Cherie Mingus, Janel Doyle, Valerie Wolfe, Mike Stone, Kris Stone, Sheree Koppel, Sarah Raikes, Kenny Brammel, Johnetta Grant, Dr. Doris Sikora, Wayne King, Elaine Terry, Donnalie Stratton, Mary Kleber, and Dr. Carlyon Carter were present. There was a quorum.
- ✓ Mike McMillen, Mark Raleigh, Rita Davis, Marilyn Baily, Ellie Pribble, Dawn Wheeler, Lynn Baldwin, Kay Turner, Jim Edwards, and Dale Winkler were absent.

Approval of the Agenda: Sarah Raikes made a motion to approve the agenda; seconded by Dr. Doris Sikora. **Motion # 1 accepted.**

Approval of the Minutes: Dr. Doris Sikora made a motion to approve the minutes from the January 23, 2007, Board of Directors meeting; seconded by Sarah Raikes. **Motion # 2 accepted.**

Introductions of Board Members and Guests: The members present introduced themselves. No guests were present.

President's Remarks: President Helphinstine thanked the board members for their dedication and hard work this year. President Helphinstine looks forward to a successful summer conference and Region II conference

President-Elect's Remarks: President-Elect Cherie Mingus, thanked the board members and President Helphinstine. All board members applauded Larry for a "job well done".

ACTION AGENDA

Awards Committee – 2007 Career and Technical Education Awards

Led by Sheree Koppel, Louisville Technical Institute, Awards Committee Chair

Johnetta Grant made a motion to approve the two awards recommendations; seconded by Sarah Raikes. **Motion # 3 accepted.** Mike Stone indicated that Sheree Koppel had voiced frustrations because there weren't more than two nominations. Johnetta Grant indicated the process was too complicated. There was a brief discussion of the awards process. Mike Stone indicated the issue of this process has been brought up before by our predecessors. It was agreed that Sheree Koppel, Sarah Raikes, Elaine Terry, along with current awards committee members, would review the criteria for various awards. Their findings will be given in a report format at the 1st meeting of the 2007/2008 year in the fall.

The awards recipients for Teacher Educator and New Teacher will be identified during the opening session. Mike Stone indicated that recipient photos must be received by July 1.

Wayne King announced the Program Assessment Award will be given at the summer conference to the top ten schools. A criterion is being discussed currently for this awards process at the state level.

**Membership – Award Verification Process; Continued 2007 Recruitment
Led by Dr. Sikora, Western KY University**

Dr. Sikora indicated that she is ready for the membership awards to take place. She discussed the qualifying schools. Membership awards will be given on Monday also.

**2007 Summer Program – Update and Board Discussion and Assignments
Led by Kris Stone, Assistant Executive Director**

Assistant Executive Director Kris Stone indicated that currently there are 1,012 individuals registered for the summer conference. We are 300 to 400 registrations ahead than normal. There are 203 presenters scheduled. There was discussion about the conference program. It was decided that an earlier deadline (other than April 16) may need to take affect for the 2008 conference.

Attendee and guest speaker gifts have been purchased. Assistance is needed at the registration table during conference. Assistant Executive Director Stone will send a sign-up sheet in the near future.

Johnetta Grant indicated that she wants to have a palooza theme for the “meet and greet” on Monday. The board members liked her ideas.

Elaine Terry indicated there are five post-secondary and two secondary Perkins Assistantship Awards nominees. Only one post-secondary and one secondary will be awarded.

**Nominations Committee – 2007-08 KACTE Officer Candidates
Led by Mary Kleber, KCTCS, KACTE Past President & Nominations Chair**

Mary Kleber announced the following nominations:

- ✓ Cherie Mingus – President
- ✓ Dr. Ahmed Sabie – Vice President
- ✓ Janel Doyle – Secretary
- ✓ Valerie Wolfe – Treasurer (continuing two year term)
- ✓ Sarah Raikes – Region II Reprerentative (continuing two year term)

Johnetta Grant made a motion to accept the slate; seconded by Valerie Wolfe.

Motion # 4 accepted.

**Resolutions Committee – Presentation of 2007 Proposed Resolutions
Led by Donallie Stratton, Division of Career and Technical Education and
Resolutions Committee Chair**

Ms. Stratton read the three resolutions to the board members. They are as follows:

- ✓ Assisting members in meeting accountability standards
- ✓ Guidance and counseling: Connecting with Career and Technical Education
- ✓ Image Building: Understanding Career and Technical Education Programs.

Kenny Brammel made a motion to accept the resolutions; seconded by Wayne.

Motion # 5 accepted.

NOTE: President-Elect Mingus will identify in her Program of Work the committee members involved in caring out these resolutions.

2007-2008 Budget – Presentation, Discussion, and Adoption of Proposal Led by Valerie Wolfe, Madisonville CTC, Treasurer

Treasurer Wolfe discussed the 2007-2008 budget. Dr. Doris Sikora made a motion to accept the budget; seconded by Johnetta Grant. **Motion # 6 accepted.**

Executive Director’s Report - Mike Stone

Executive Director Stone indicated that there has been discussion about adding liability insurance to our members and raising dues approximately \$20.00 per year. There was a discussion about this item. There were mixed feelings on raising dues. Executive Director Stone indicated that this will be brought up at the annual meeting in December in Las Vegas in the form of a motion.

Brochures (handout) were distributed to all non-members at ATCs and high schools encouraging membership with KACTE. Stone met with Sheree Koppel, prior to this meeting, about next year’s membership meeting.

There was a handout disbursed about CTSOs. Mike Stone shared with the board several articles of appreciation he received about the CTSO Leadership Day. Sheree Koppel made a motion to accept the recommendation to provide entrepreneur leadership to CTSO’s; seconded by Donnalie Stratton. **Motion # 7 accepted.**

CONSENT AGENDA

Treasurer’s Report, Valerie Wolfe, Madisonville Community and Technical College

Report follows.

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

Report follows.

Service Area Vice President’s Report:

- a. Administration, Mark Raleigh – No Report.
- b. Agriculture, Kenny Brammel – **Report follows.**
- c. Business, Dr. Rita Davis – No report.
- d. Family and Consumer Science, Marilyn Bailey – **Report follows.**
- e. Guidance, Johnetta Grant – **Report follows.**
- f. Health, Ellie Pribble – No Report.
- g. Marketing, Dawn Wheeler – No Report.
- h. Special Needs, Lynn Baldwin – **Report follows.**
- i. Teacher Educator, Dr. Doris Sikora – **Report follows.**
- j. Trade and Industry, Wayne King – **Report follows.**
- k. Technology Education, Kay Turner – **Report follows.**

Committee Reports:

- l. Annual Conference – Board members are encouraged to meet with Kris on Sunday, July 22, at 2:00 to help with any last minute conference items.
- m. Carl D. Perkins Assistantship, Elaine Terry – **Report follows.**
- n. Resolutions, Donnalie Stratton – **Report follows.**
- o. Auditing, Valerie Wolfe – No report.
- p. Program of Work/Strategic Plan, Larry Helphinstine (2005-2006) and Cherie Mingus (2006-2006) – Everything is on target per President Helphinstine. President-Elect Mingus indicated committees will be developed before the fall meeting to help with the program of work.
- q. Handbook, Janel Doyle – No Report.
- r. Historian Report, Donnalie Stratton – Donnalie announced that the committee met at the Stone's house and found that the records present were from 1926 until 1955. Several items were disposed of and Donnalie is reviewing other items that were kept. Donnalie indicated that items are needed from the 1960's.
- s. Website, Kris Stone indicated the website is up-to-date and functioning.
- t. Flower Fund, Donnalie Stratton – Donnalie indicated that the ending balance is \$50.12 .

Reports of Liaison Representatives

- u. Division of Secondary Career and Technical Education, Donnalie Stratton – **Report follows.**
- v. Office of Career & Technical Education, Dale Winkler – **Report follows.**
- w. Kentucky Community and Technical College System, Dr. Carolyn Carter – **Report follows.**

Old Business – None.

New Business – None

Announcement of Next Meeting: President Helphinstine announced the next meeting will take place on Monday, July 23, 2007, at the Galt House, Archibald-Cochran Room, at 11:45 a.m.

Adjournment: The meeting was adjourned by President Helphinstine at 4:15 p.m.

Electronically signed by,

Janel C. Doyle

Janel C. Doyle, KACTE Secretary