CACTA Board Meeting Minutes
Pickens Technical College
October 13, 2017
9:00 a.m. -12:00 p.m.

Attendance: Mike Klouser-Technical College of the Rockies; Mimi Leonard-Littleton; Teina McConnell-Pickens Tech; Gill Thompson-Pickens Tech.; Dr. Sarah Heath-CCCS; Sheri Bryant-Douglas County; Kristin Weaver-Englewood Schools

Call to Order: Mike Klouser called meeting to order at 9:37 a.m.

Approval of Agenda: Changes made: Social Exhibits Chair changed to Gil Johnson; Tammy Ward will need to be replaced as the Community College Liaison. Motion to approve the agenda from Mimi Leonard and seconded by Dr. Sarah Heath.

Approval of Minutes: Sheri Bryant approved minutes, Dr. Sarah Heath seconded the motion.

Secretary Report: Kristin Weaver-corrected a few mistakes in last set of minutes.

Treasury Report: Ed Rice and Woody Longmire (neither present)
- Account balances: Checking-$2,041.11 Savings-$29,885.28
- This includes $1600.00 received for dues from CACTE

Reports of Standing Committees

- Audit/Budget: Ed Rice Woody Longmire
  - Annual report was submitted to Debbie for CACTE

- Awards/Archives/Nominations: Mimi Leonard
  - Requesting names of retirees and Friends of CACTA that can be honored at CACTA in February
    - Cheryl Sanchez-Lamar Community College
    - Carl Einhaus-CDHE-Friend of CACTA
  - Will ask Janet Renden to send out name requests to entire CACTA distribution list
  - Dr. Sarah Heath will create a summary of ACTE CTE Educator awards and ask Janet to share that as well

- Communication Committee: Janet Renden (not present)
  - Sarah Heath volunteered to add membership and conference information into the CCCS CTE Newsletter that goes out six times a year.
  - Membership brochures are needed. CCCS included ACTE information that will be shared at the Sector Summit in Keystone.
  - The Board had a discussion on how to recruit non-members and inactive members. Sarah Heath suggested we tie things back more to the Program of Work. Sheri Bryant suggested that we empower our own “rock star” educators to present at CACTA, CACTE, and Region 5 conferences.

- Constitution/Bylaws and Resolutions: Rebecca Morian (not present)
  - No new action at this time.

- Legislative: Mimi Leonard
• **Postsecondary and Workforce Readiness/Career Pathways/System Integration**
  With the new standards-based performance measurements and Colorado’s persistent achievement gap, support for programs that assist in planning and preparation for postsecondary and workforce readiness is essential.

• **Accountability**
  The development of a variety of new data systems and assessments creates an assortment of opportunities to integrate Career and Technical Education into a student’s postsecondary and workforce plans.

• **Educator Shortages**

• **Partnerships and Collaboration**
  The US economy depends on an appropriately skilled workforce. As current employment opportunities are phased out and new ones are developed, it is imperative that the connections between education and workforce development systems are strengthened.

• **School Funding**
  Since 2009 state funding has been consistently reduced for public school funding and school programs due to the economic downturn.

• **Mimi will elaborate more at the Task Force meeting.**

• **Membership: Steve Moos** (not present)
  - Sarah Heath will reach out to Steve to get the membership list. She will cross reference the membership list with who she knows to be a CTE Administrator for more direct contact.

• **Program of Work: Michael Klouser**
  - See New Business section.

• **Social/Exhibits: Gil Thompson**
  - The former Committee Chair, Sheri Bryant, provided Gill some background information along with discussion from the last meeting. Board members made suggestions of new vendors and shared those with Gill. It was suggested to connect with foundations within the professional organizations with which we are already associated.

**Liaison Reports**

• **Hotel: Teina McConnell**
  - Hotel is signed and ready. waiting for details to move forward with planning

• **ATC: Eric Ward** (not present)

• **CCCS: Sarah Heath** (provided the following update during the Task Force Meeting later in the day)
  The CCCS staff is coming off of the Regional Work-based Learning Roadshow. They hit the four corners of the state and were able to see districts they had not visited before, including Craig, CO.
  - The two metro meetings are coming up, Southern Metro at ACC (January 12) and the Northern Metro area will be held at Bollmann Tech.
  - Work-based Learning Framework will be released at TalentFound Sector Summit.
  - Sarah hopes to get the following out of Mid-winter Conference Planning:
• How do we build and scaffold the professional development offered at Regional Workshops, CACTA Mid-winter Conference, Region 5, and Summer CACTE Conference so there is not duplication of sessions.

Goals:
• Sarah has been spending a lot of time with rural administrators and she is identifying gaps between the shared knowledge between upper management, middle management and educators.
• 96 people enrolled in the online Credentialing class for the October-November session. Credentialing class will be offered again this year at Summer CACTE conference.
• Continuing to work with CDE to update CTE credentials, including the Work-based Learning Coordinator credential. If someone already has a CTE credential, all the teacher would have to do is take a Work-based Learning module that is being created by CCCS.
  o Only claim CTE students in an internship/work-based learning program, even if you open it up to all students. Sarah recommends using two course codes, one for CTE students and one for non-CTE students, even if they are all in one class.
  o This frees up a teacher who may have only one CTE credential in one area, to supervise all internships in all CTE programs.
  o Do not modify or change anything on your program approvals yet; they hope to have a work session where CCCS staff can help you more one-on-one with how this can fit in your district
• Considering how to expand access to CTE Director credential because we want to make sure we are “growing our own” as CTE administrators.
• Dr. Lauren Victor is the New Director of Accountability at CCCS. She is coming from the CO Workforce Development Council.
• Tammy Ward is the new Director of Concurrent Enrollment at CCCS. She will be focused on the enrollment side of CE. She has a strong secondary and postsecondary background.

• Secondary Education: Roxie Aldaz (not present)

• Community College: Tammy Ward (not present)

• CSU: Dawn Mallette (not present)
  o Sheri Bryant suggested Jill Garber may want to take over as Committee Chair and is tightly connected with Secondary, 2 Year, and 4 Year postsecondary institutions.

• CACTA Task Force: Michael Klouser  No additional report given.

• CACTE Board: Debbie Nelson  (not present; Mimi Leonard presented Debbie’s report.)
  Goal: to have contracts for next five CACTE CareerTech Summits
  o 2019 – July 14-18, Embassy Suites, Loveland
  o 2020 – July 19-23 (preferred dates), Grand Junction
  o 2021 – July 18-22 (preferred dates), Embassy Suites, Loveland
  o 2022 – July, out in state somewhere
  o 2023 – July, Embassy Suites, Loveland
  2018 CACTE CareerTech Summit – Beaver Run Resort, Breckenridge
  o July 16-19, 2018
  o Monday – pre-conference activities, credentialing session, welcome party
  o Tuesday – DIVISION DAY – opening session, division activities, free evening
  o Wednesday – general session, workshops, free evening
  o Thursday – CACTE business meeting, workshops, lunch
  o Keynote speaker – Mark Perna, TFS
  o DIVISION DAY on Wednesdays in future
Quality Association Standards Award application submitted – lots of “in progress”
answers – things to work on
   CACTE has approximately 875 members (hard to tell exactly because of members
belonging to more than one division)
   CACTE & division taxes – all information received has been submitted to accountant
   Offer made to renew contract for legislative specialist, Stacey Lestina-
o Thank you to CACTA for $8000 contribution to Stacey’s $22,000 compensation!
Region V Conference in Colorado Springs
o April 11-14, 2018 at Cheyenne Mtn Resort
o Registration should be live soon, on ACTE website
o Please plan to attend and encourage your CTE colleagues to attend as well
   If want “advertising blurb” about CACTA conference in Nov or Dec eblast to members,
get copy to Debbie by Nov 15 or Dec 10 – she plans to send eblasts after Board meeting
each month
• Web Liaison: Judy Morr
   She needs information from the board before she can make updates to the website. She needs a list
of the 2017-18 board members with email addresses; a list of board and task force meetings for the
year; date and location of CACTA MidWinter Conference, and any other announcements the board
would like posted. She needs to know if the Board would like her to continue in this role.

New Business:
Discuss, edit and/or approve:
• 2017/18 Program of Work: Michael Klouser
  o Review edit and/or approve Mission and Vision. Will start this work at next meeting.
    o Mike believes strongly in vertical alignment with local, state and national levels.
    o Current Vision: The CACTA Task Force exists to ensure a strong voice for CTE in all forums
      and levels of education in Colorado.
    o Current Mission: The CACTA Task Force provides a forum for communication and
      networking regarding key issues and best practices for secondary and postsecondary CTE in
      Colorado.
  o Review edit and/or approve Bylaws
  o Develop and institute a comprehensive communication plan:
  o Develop and institute a comprehensive membership marketing/recruitment plan (CACTA Bylaws
    Article III)
  o Enhance standing Committee participation (CACTA Bylaws Article VIII)
  o Planning for CACTA Mid-winter conference will begin at an Executive Board meeting later this
    month.
• It was suggested to create a Facebook page for CACTE. November 15 is the next CACTE Board
meeting and Mimi will provide a CACTA update. She will include that we found multiple social
media accounts and pages associated with Colorado CTE associations. The desire is to link or tie the
efforts together.

Adjournment: Sarah Heath moved to adjourn the meeting and Mimi Leonard seconded the motion.
Meeting adjourned at 11:27 a.m.