



COLORADO ASSOCIATION OF CAREER AND  
TECHNICAL ADMINISTRATORS

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**COLORADO ASSOCIATION CAREER & TECHNICAL ADMINISTRATORS (CACTA)  
DIVISION EVENT - CACTE VIRTUAL SUMMIT  
JULY 22, 2020**

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The **[CACTA Board] mission**...shall be to promote professional leadership development of members to ensure career and technical education within the education systems of Colorado will meet the continually changing education and training needs of students and business/industry.

The **CACTA Board vision** is to energize and communicate the passion and value of Career and Technical Education (CTE) throughout our communities.

**CALL TO ORDER:**

CACTA Board President, Tammy Ward called the meeting to order at 1:00 p.m..

**OFFICER INSTALLATION: DEBBIE NELSON**

- President - Paula Herrmann (Warren Tech)
- President Elect - Nicole Carter (Widfield School District)
- Tammy Ward – Past-President (CCCS)
- Secretary - Laurie Krizman (District 51)
- Treasurer - Jessica Bright (Cherry Creek School District)
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**PRESENTATION: WELLNESS IN THE NEW NORMAL BY HEATHER WHELPLEY**

Presentation included in Appendix A

**COMMITTEE & LIAISON REPORT HIGHLIGHTS: TAMMY WARD**

**New committee members**

- Duane Roberson & Janet Renden (Legislative)
- Julie Wright (Social/Exhibits)
- Stacie Miller & Dawn Bauer (Secondary Liaison – Metro)
- Chris Duran & Tammy Ward (Awards/Archives/Nominations)
- Chris Duran (Web Liaison)

**Discussion & Input on 2020-21 Program of Work**

Tammy and the new CACTA President Paula Herrmann are refining the Program of Work and Tammy will send it to the Board for review.

Tammy and Paula will announce the next Board and Task Force meetings which will be typically in early October.

There was a brief discussion about creating future opportunities for CACTA and CACTE to host joint events. Tammy invited everyone to send ideas at any time. There were a number of questions about program approval. Sarah Heath provided guidance and recommended submitting plans of action while working on



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required tasks for program approval. CCCS will be flexible – just communicate your plan or intentions. Lastly, Sarah described the feedback loop for the new program approval portal.

**Committees**

- **Audit/Budget: Kristin Weaver**  
Checking Balance: \$8,738.78  
Savings Balance \$37,918.60
- Tammy Ward officially requested to add new treasurer, Jessica Bright, to all CACTA financial accounts for the duration of her term and remove Kristin Weaver from the same accounts. Tammy Ward also requested to add President Elect, Nicole Carter to all CACTA financial accounts for the duration of her term to ensure transparency and accountability.
- **Awards/Archives/Nominations: Mimi Leonard**  
No report.
- **Communication Committee: Janet Renden**  
No report.
- **Constitution/Bylaws and Resolutions: Rebecca Morlan**  
Revised bylaws were approved at our last meeting. We may need to look in detail at any changes needed in light of the changing environment triggered by COVID-19, such as technology-based meetings.
- **Legislative: Mimi Leonard**  
This year the Legislative Committee had bi-weekly legislative calls with our CACTE lobbyist, Tonette Salazar.  
  
We started out the year by writing our legislative priorities for the year. In February, we had a newly formatted CTE Showcase at the Capitol. Each CTSO was represented with students and had a table “showcasing” what they do. We had a good number of both senators and legislators that walked through and talked with students.  
  
Due to COVID 19, the National Policy Seminar was cancelled this year. Instead, several members that had planned to attend NPS, had a virtual meeting with our Colorado senators and representatives. An legislative advocacy committee will be in place for next year so we are seeking who are interested in being a part of that committee!
- **Membership: Janet Renden**  
No report.



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- **Program of Work: Tammy Ward**

In addition to our new incoming officers (President – Paula Herrmann; Secretary – Laurie Krizman; Treasurer – Jessica Bright), the Board is excited to announce that Nikki Carter (Widefield School District) will become CACTA's President-Elect!

Our Division Day professional development will focus on Wellness in the New Normal presented by Heather Whelpley.

This year, I have encouraged more participation in CACTA by increased communication with the membership, as well as encouraging the expansion of our committees. Recently, I have drafted a more detailed document (with input from the Executive Board) to break down Roles & Responsibilities for the CACTA Board. The intent is to give more direction and structure for current and new members.

**It's been a pleasure serving as president this year, and I look forward to providing support to Paula and the rest of the CACTA Board.**

- **Social/Exhibits: Gil Thompson**

No report.

#### **Liaisons**

- **Hotel Logistics: Teina McConnell**

Nothing new to report. Waiting to hear from Embassy Suites on what our options are for the 2021 CACTA Mid Winter Conference should we need to go virtual. Waiting to hear if there is an option to opt out of our contract.

- **ATC: Linda Van Doren**

(I was unable to get an update from TCR...)

Emily Griffith has just completed our academic year. We took a short break when DPS shut down for COVID, but quickly got a return to campus plan approved and we were able to graduate over 500 students from their programs. We had a strict protocol in place and kept all faculty and staff safe and healthy..

Emily Griffith is restructuring our intake and career navigation processes to include more robust career coaching and navigation.

We received one of the inaugural CTE innovations grants from CCCS and will work in partnership with DPS and CCD to look at ways to improve faculty induction and retention.

Pickens has lots of new and exciting things going on:

We have a new position, Director of Customized Training, Short-Term Credentials, and



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Apprenticeships. We are excited about the new partnerships and training we are going to be able to provide the Denver Metro area to help with the reskilling and upskilling of displaced workforce to help with the economic recovery efforts.

We held summer school for those programs needing skills check offs to ensure they were ready for their Boards, or IBC test so they could get into the workforce. We had more than 200 post secondary students participate....we ended with no fever or positive cases showing up!

Pickens is in the final steps of preparation for our Accreditation with Council of Occupational Education (COE). Our official visit is scheduled for the 3rd week of September. F2F or Virtual TBD.

Pickens is preparing to return August 3 for new staff, August 6 for all staff, August 18 for students. We have 4 possible scenarios and are waiting to hear which one we will start with.

Pickens had to hire 28 positions this summer. We have hired 12 so far and are getting closer everyday to be fully staffed.

The ATC's have all applied for an ATC Capital Construction Improvement Grant. Pickens will be redoing the Hort and Vet building with a lot of great outdoor garden and plant space with a beautiful new building with classrooms. We find out in November if we get the funds.

We survived the remote learning of spring 2020 and hosted F2F Graduation of 801 Graduates on July 20, with social distancing, live streaming and a pre recorded keynote address from Governor Polis. Great way to finish an unprecedented school year.

- **CCCS: Sarah Heath**

No report.

- **Secondary Education: Roxie Aldaz**

No report.

- **Community College: Vicki Bobo**

Updates from Arapahoe Community College:

The college is exploring a new Ophthalmic Technician program to expand its CTE offerings.

The college has the following pass rates to share:

2019 Program Exam	# of Students	Pass Rate
Law Enforcement POST	58	98.3%
Nursing NCLEX-RN	66	98.5%



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<b>Physical Therapist Assistant NPAT</b>	36	100%
<b>Medical Laboratory Technology ASCP-BOC</b>	19	100%
<b>Emergency Medical Services NREMT - Paramedic</b>	43	98%
<b>Emergency Medical Services NREMT -EMT</b>	119	97%

ACC is launching the first apprenticeship in the US in Community Association Management this fall with 10 industry partners in the HOA sector. HOA's have grown over 700% since the 1970's, and just over 25% of all Americans now live in an HOA. This is a fast growing industry that doesn't have traditional pathways to employment. This 2 year apprenticeship will provide on the job training, 2 industry recognized credentials, an ACC stackable certificate in Business Administration, and a DOL certificate.

ACC is also launching a similar apprenticeship for Property Management for multi-family housing later this fall in partnership with the Apartment Association of Metro Denver.

ACC will launch its 5th cohort of the Centura Medical Assistant apprenticeship this fall and will launch the first cohort of the Centura/ACC Medical Lab Technology Apprenticeship as well.

Eric Dunker, AVP/Dean at ACC, is joining the Colorado state team on the Reskilling and Recovery Network; which is a national network funded by the National Governors Association and the Lumina foundation.

Updates from Colorado Northwestern Community College:

CNCC is excited to get all of its CTE students back to campus so they can continue progressing towards their degree and then excel in the field!

In their Ag/Equine program, they have a select few classes that they are offering remote options for (hybrid delivery), to help accommodate students and schools during this time. They are excited that this fall, they will be welcoming an almost full NPS program. Their flight program continues to work with Metropolitan State University to deliver flight training on the front range. They will be exploring some different articulation agreements with Utah Valley University that will help their AMT and AVT students continue their education at the Bachelor's level.

They noted that with the new Program Approval system, it is opening up more doors for outreach and communication between secondary and post-secondary schools and the electronic plans of study agreements. They noted they are excited about this and how it can help from a recruiting standpoint for their college and its CTE programs.

From the Craig CTE, the automotive program will be under the new direction of a previous automotive instructor. The Nursing program is looking at some expansion in the number of first year Nursing admits. Hybrid and blended delivery is being considered by all of the CTE programs. Cybersecurity is a new program that is being developed and added to the CTE program offerings with the grant help from the state. Community College of Aurora formed a partnership with CNCC and received a federal grant that provides help with the development of stackable Cyber security



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certificates. Only 10 colleges across the entire United States were chosen to receive a grant. CNCC is very grateful to have CCA choosing them for the partnership for this certificate development.

- **CACTE Board: Debbie Nelson, CACTE Executive Director**

2020 CACTE CareerTech Summit

302 people registered for the Virtual Summit

Thanks for your support of people attending

Please be sure to complete the evaluation and encourage your peeps to do the same - the Board tries hard to incorporate ideas/suggestions/likes

Future CACTE CareerTech Summits - fingers crossed for in-person events!

2021 Loveland Embassy Suites, July 18-22 – contract signed

2022 Beaver Run Resort, Breckenridge, July 17-21 – contract signed

2023 Loveland Embassy Suites, July 16-20 – contract signed

2024 – maybe Grand Junction....

2025 Loveland Embassy Suites, July 20-24 – contract signed

CACTE Excellence Awards

Both ACTE and CACTE Specific awards are on portal now

PLEASE nominate folks for all awards

Be thinking about deserving folks for 2021 CACTE Hall of Fame nominations

Legislative Specialist – Tonette Salazar

Signed a new contract which expires June 30, 2021

Thank you for continuing your \$8,000 contribution to her compensation

Tentative date for 2021 CTE Showcase at the Capitol – February 3

Miscellaneous Topics

One of your own, Janet Renden, is the new CACTE president-elect!

Please encourage your new (and veteran) CTE teachers, administrators and counselors to be ACTE/CACTE members - it is ESPECIALLY in tough times that sticking together matters most - supporting them through dues payment is awesome! :-)

Feedback is always welcome on e-newsletters, website, other CACTE activities - we are striving to make the association responsive to members!

- **Web Liaison: Shelley Goerd**

No report.

## **ADJOURNMENT**

Tammy Ward adjourned the meeting.



# Wellness & Self-Care in the New Normal

Heather Whelpley

**The emotions behind ongoing uncertainty**

**How to take care of yourself**

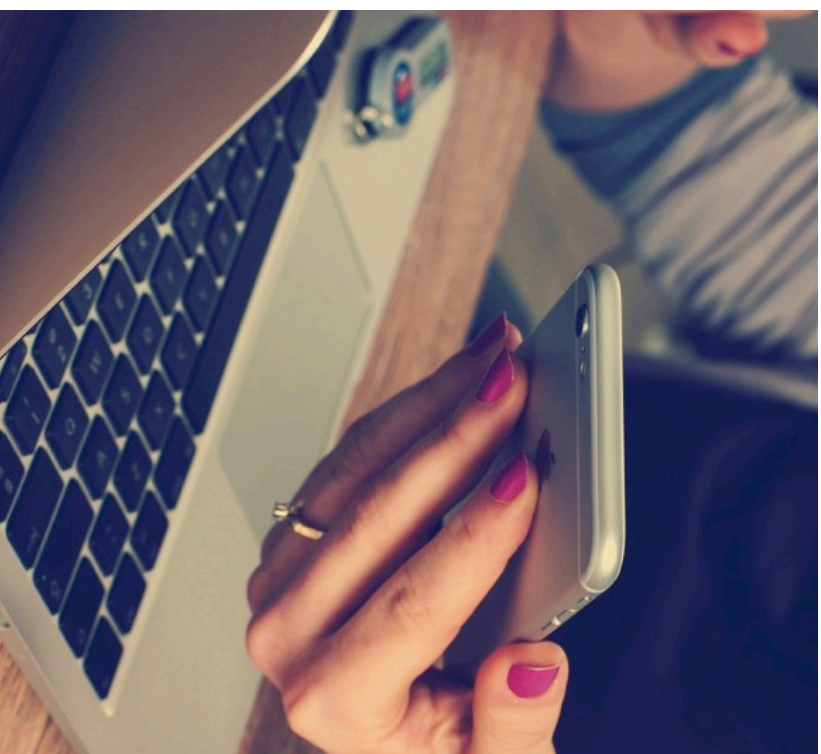
**How to lead others in uncertainty**





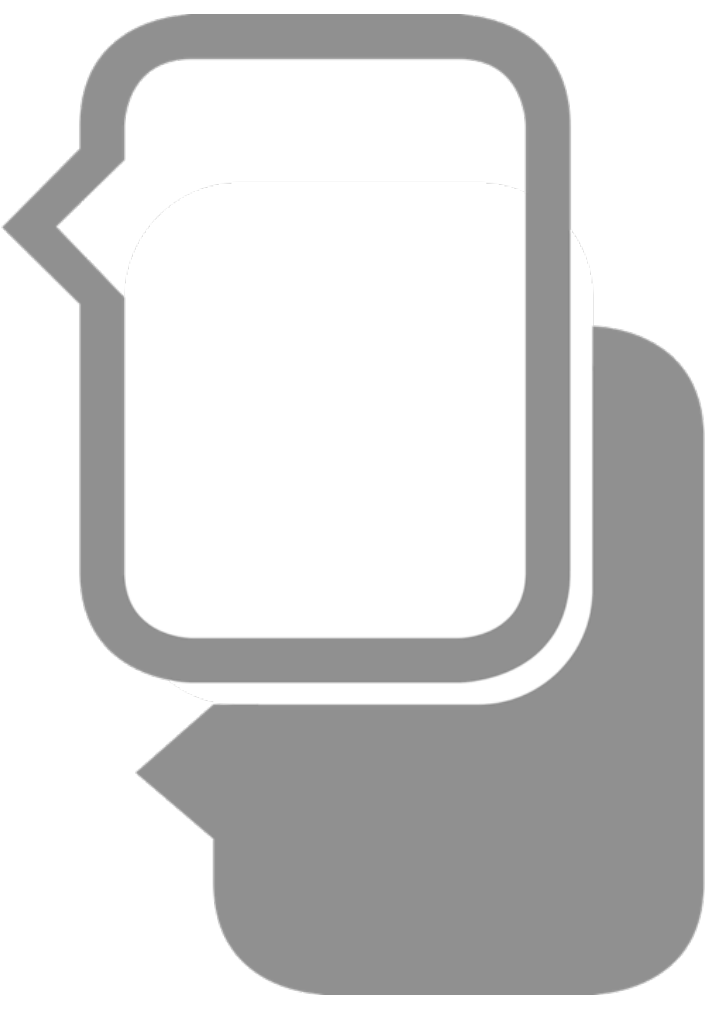
# HOW TO GET THE MOST OUT OF TODAY

- Minimize distractions
- Mute yourself
- Use chat for questions & comments

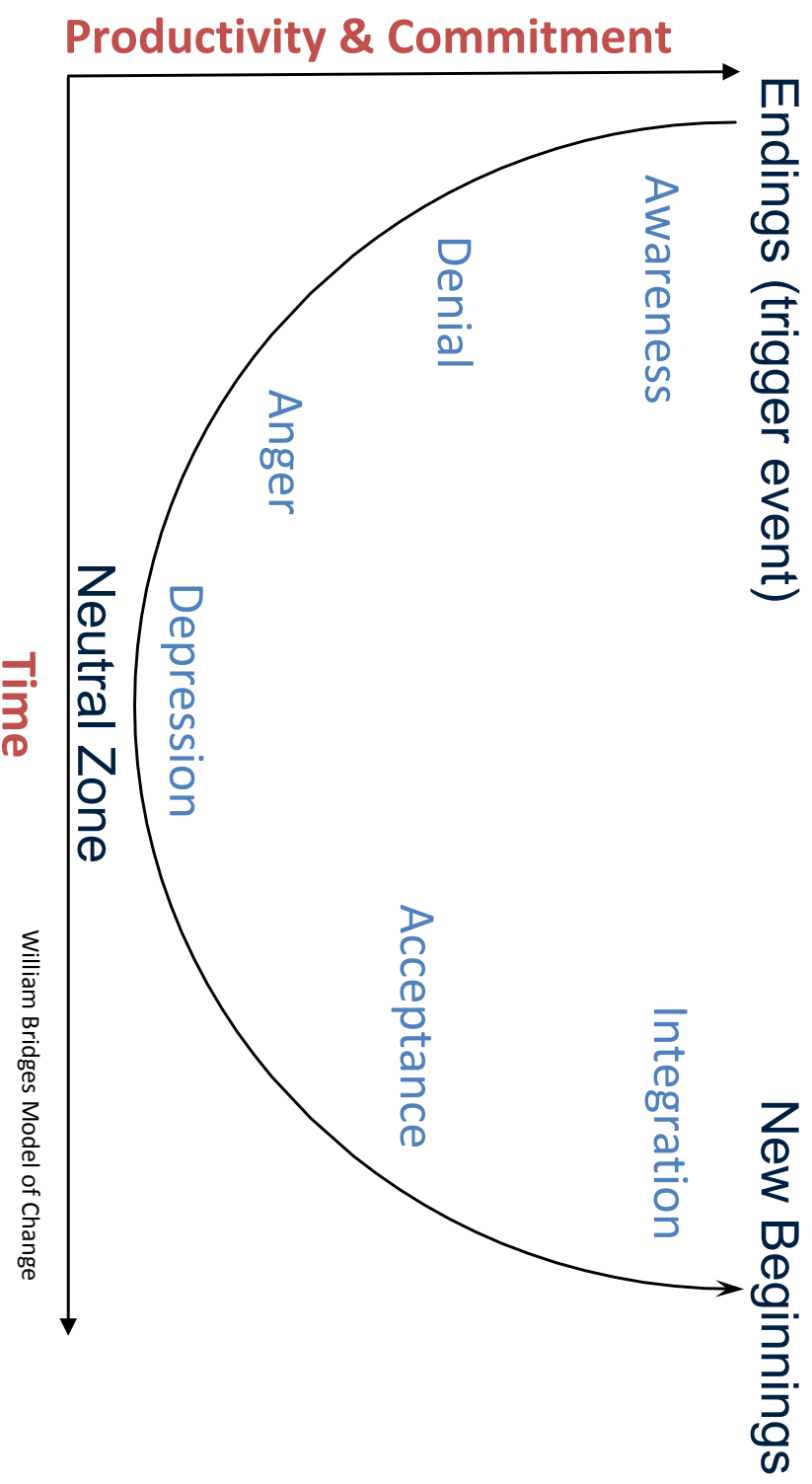


# GROUP CHAT

What do you want  
to get out of our  
session today?

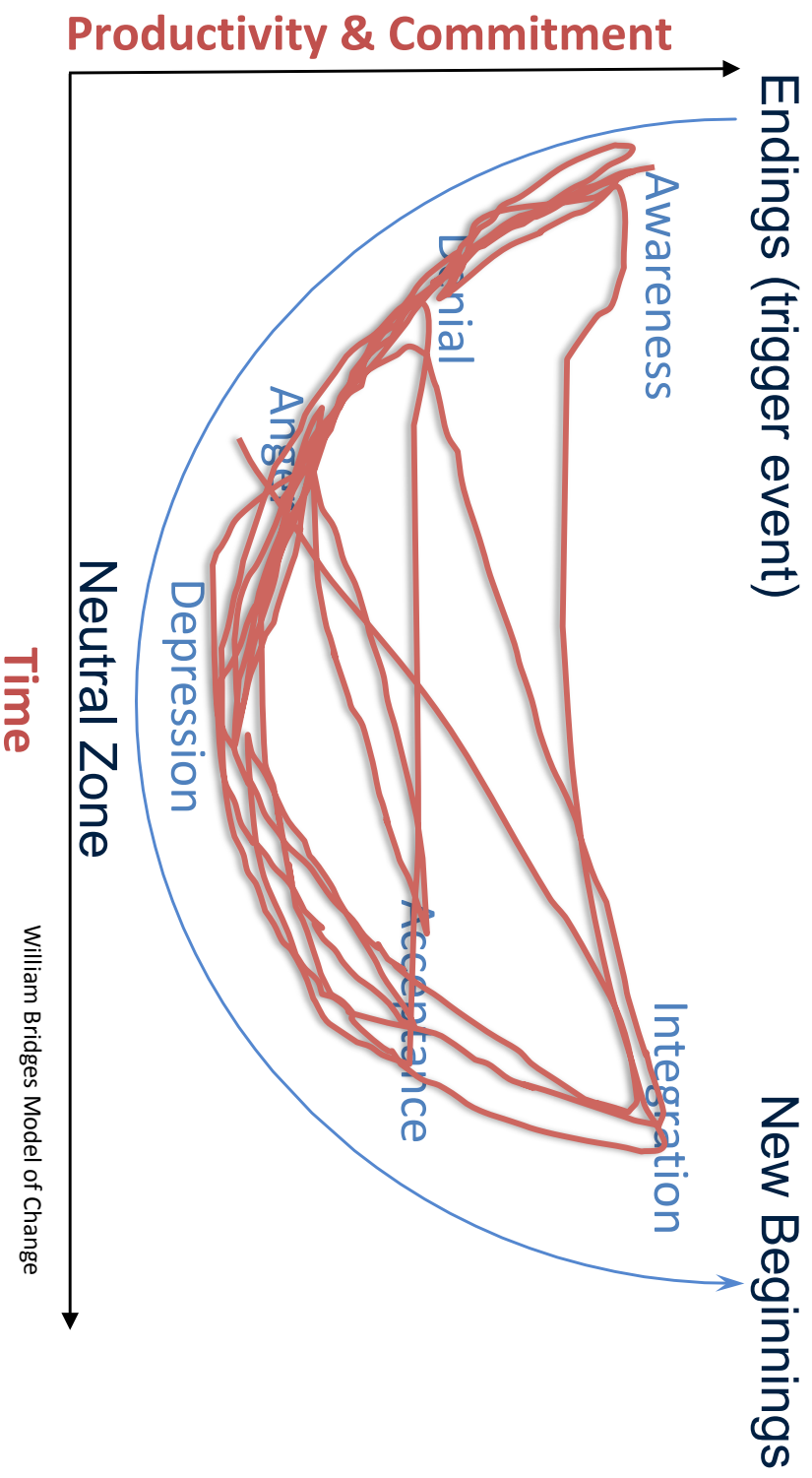


# EMOTIONS BEHIND UNCERTAINTY



hvr

# EMOTIONS BEHIND UNCERTAINTY



hvr

# UNCERTAINTY FATIGUE



**WHAT CAN  
YOU DO?**







# kur

# 3-STEP PROCESS TO FEEL YOUR FEELINGS

1. Give yourself permission to stop & feel

2. Name the emotion

3. Feel & release the emotion





# RELEASING EMOTIONS



Cry

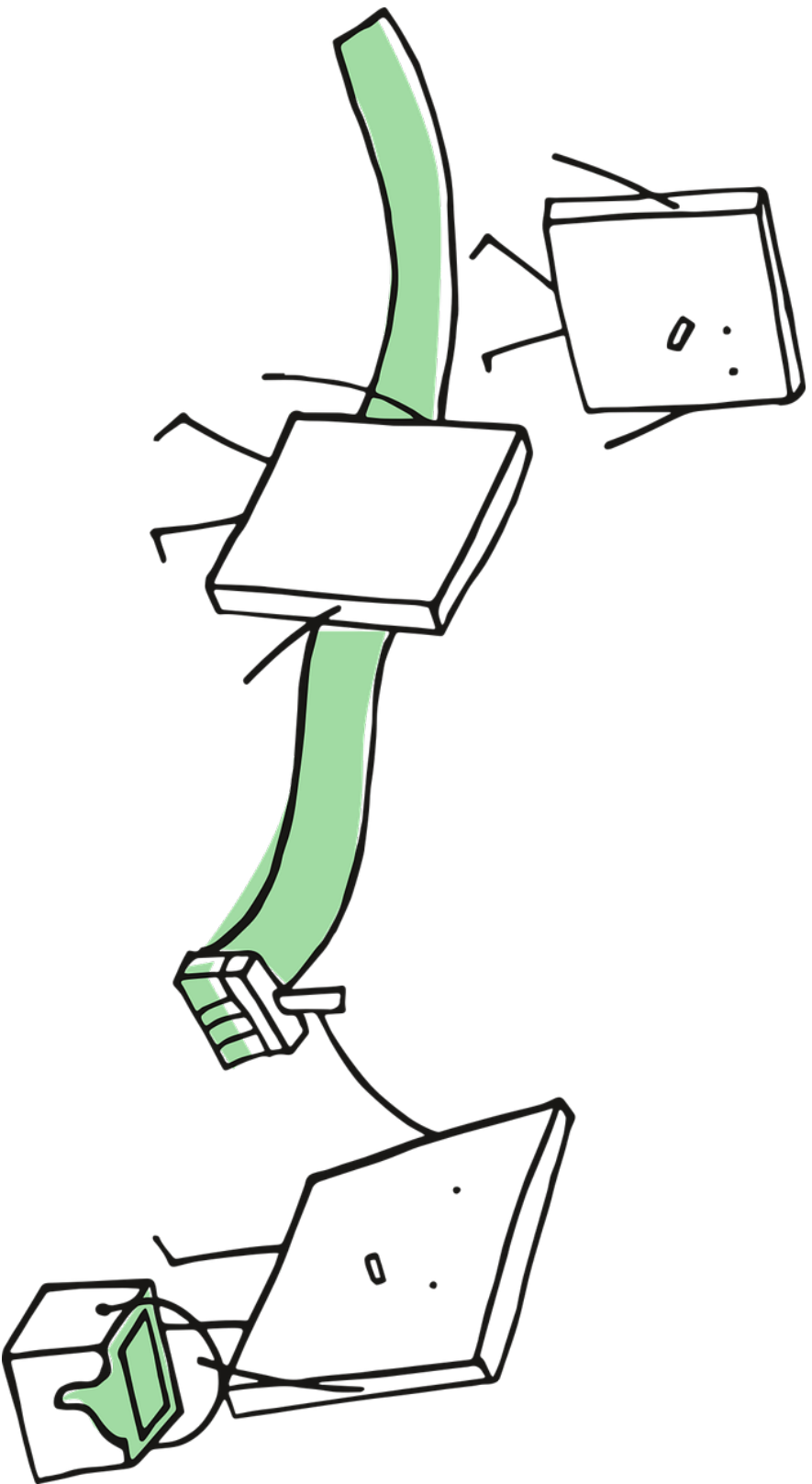


Write



Dance

# RESET EXPECTATIONS & BOUNDARIES



**PROCESSING ALL OF  
THIS TAKES UP SPACE**



# RESET EXPECTATIONS & SET BOUNDARIES

1. Give yourself permission to do less

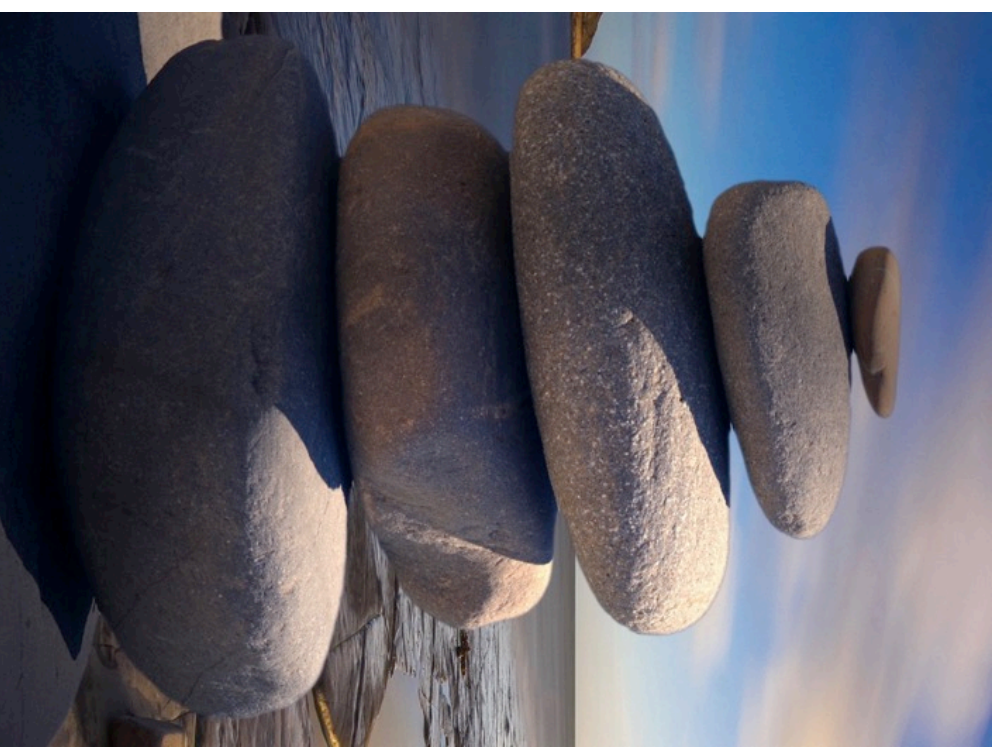
2. Get clear about what's most important

3. Say no more often



# CREATE A SELF-CARE TOOLKIT

3-5 actions that allow  
you to feel, process,  
center, and regroup –  
proactively & reactively



# MY TOOLKIT:

Get into nature

Rest

Dance

Play the guitar & sing

Journal

Limit news intake

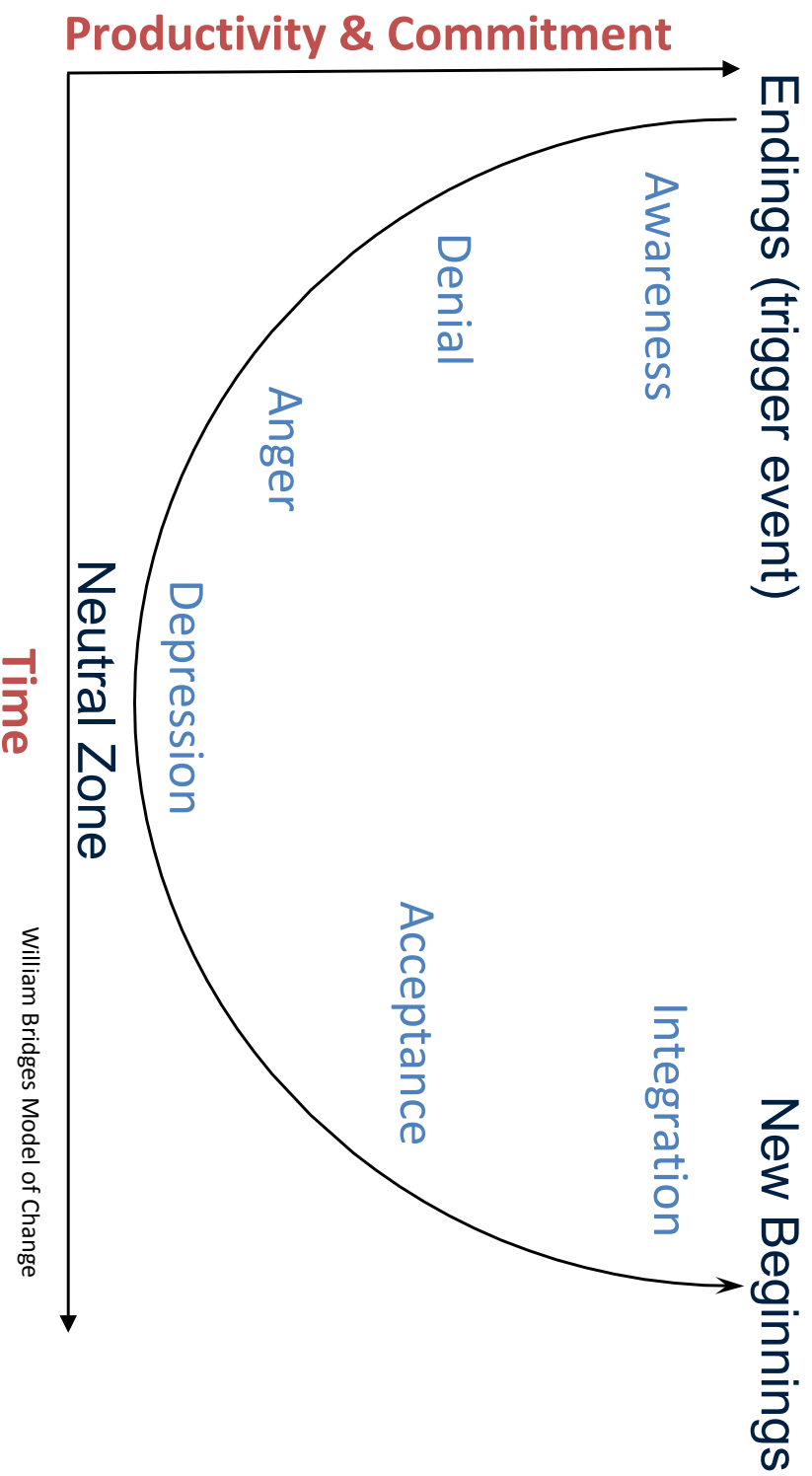


# CREATE YOUR SELF-CARE TOOLKIT:

- Physical
- Mental
- Emotional
- Spiritual



# WHAT CAN YOU DO FOR OTHERS?



hvr



# WHAT CAN YOU DO FOR OTHERS?

## Awareness, Denial & Anger

- Be visible
- Listen with empathy
- Acknowledge losses  
& grief
- Communicate

## Depression & Apathy

- Continue to be visible, communicate, & have empathy
- Guide people to take small actions
- Collaborate
- Give space to try new things & fail

## Acceptance & Integration

- Ground in purpose
- Guide people to contribute to that purpose
- Implement new ideas
- Celebrate successes

*h w*

# ACTION PLANNING

*1-2 actions you  
will take as a  
result of the  
session today*



# CONNECT

- [heather@whelpleyconsulting.com](mailto:heather@whelpleyconsulting.com)
- [www.heatherwhelpley.com](http://www.heatherwhelpley.com)
- Instagram & LinkedIn
- Facebook group: Breaking Free From Proving, Pleasing, and Perfecting
- Text **BOLD4** to 66866 to join my email list



Thank  
You!

