

**CACTA Taskforce Meeting
April 30, 2020**

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

MEMBERS IN ATTENDANCE:

WebEx

CALL TO ORDER:

Tammy Ward called to order at 1:02 pm

WELCOME AND UPDATES FROM CACTA BOARD MEETING: TAMMY WARD

Debbie Nelson, CACTE Executive Director shared that the Executive Committee met and decided to change the 2020 CACTE CareerTech Summit to a virtual conference. **This information will be made public on the CACTE website on May 7.** Arrangements are being made for the 126 individuals who have registered and paid for the conference – giving them the option to re-register for a virtual experience. Refunds will be issued as necessary. Debbie asked that CTE Directors to speak to her directly on the best way to return payment. Registration costs: \$75 for member; \$125 for nonmember; \$225 for reg including membership (renewal or new).

Considerations are being made for the 57 individuals who signed up for credentialing (CTE in Colorado); and the 18 individuals that signed up for the work-based learning training. Sara Butler will reach out about the conference changes and accommodations will be made.

Tentative virtual conference schedule:

July 20	All day: virtual technology check for all attendees in morning
July 21	9:00 am - 12:30 pm: sessions
July 21	Afternoon: Jacqui and Victoria appts
July 22	9:00 am - 12:30 pm: sessions
July 22	Afternoon: Division Day Meeting and Networking

New members are coming on board in July!

- New Officers beginning July 2020:
 - Stacy Miller respectfully declined President nomination and is willing to participate in other ways. She agreed to join the Secondary Liaison committee.
 - Paula Herrmann will assume the role of President
 - Laurie Krizman as Secretary
 - Jessica Bright as Treasurer
- Three (3) new committee members beginning July 2020:
 - Dawn Bauer who will be working with Stacy Miller as Secondary Liaison for the Metro area (to complement Roxie's role as Secondary Liaison with a rural perspective)
 - Duane Roberson who will be joining Mimi Leonard on the Legislative Committee
 - Julie Wright will join Gill Thompson on the Social/Exhibits committee

The CACTA bylaws state that the Board meets during Development Day. Because of the shift to a virtual conference, Tammy asked for Board member feedback on meeting topics. A number of ideas were discussed and the top suggestions included a Q&A, managing physical wellbeing/self-care in the new WebEx environment; something fun like a show n' tell or happy hour. Sarah Heath offered to identify state resources that address self-care and stress management, and a number of Board members will research options as well. Tammy will send out email to vote on the agenda and discussion topics.

Tammy provided a conference review:

- Over 170 registered, but had some no-shows due to weather
- The beach theme was fun and our student graphic designs were a big hit
- Highest ratings on the opening session/Sarah's state of the state
- President's Reception (auction raised over \$1200 again!)
- Vendors, Awards Luncheon were positively received/reviewed
- Breakout sessions got mixed reviews. Room for improvement
- Lack of postsecondary offerings still an issue – didn't get many post-secondary presenters

TREASURY REPORT/AUDIT & BUDGET: KRISTI WEAVER

Checking Account Balance: \$8,244.78

Savings Account Balance: \$37,917.66

Kristi Weaver presented the conference budget and noted a that the conference made a profit, which she attributes to higher registration, a small increase to the registration fee, and no keynote speaker fees. There were new operational expenses such as renting AV from the hotel, but the additional expenses did not negatively impact the budget. Kristi recommended continuing using hotel AV due to the ease of use and onsite support.

Kristi noted the significant savings account balance and recommended that the savings be used to support the organization's mission. The Board had ideas included professional development grants including certification expenses which cannot be funded with Perkins grant monies; policy training for the President and President elect; supporting expenses for the CACTA awardees at regional and national conference. The Board will continue conversation at a later date.

SECRETARY REPORT: PAM PACKER

This is Pam's last year and she thanked everyone for a great experience. She wants to stay involved with CACTA.

REPORTS OF STANDING COMMITTEES:

AWARDS & ARCHIVES: Mimi Leonard

Mimi is leaving this committee and offered a few recommendations. Someone will need to lead this committee starting July 2020.

COMMUNICATIONS: Janet Renden

No report.

BYLAWS: Rebecca Morlan

A vote on the revisions was scheduled for today, however, the decision was made to send the revision via email for a vote.

LEGISLATIVE: Mimi Leonard

The General Assembly continues to try to determine how to conduct their business during the COVID-19 pandemic. Today, the Joint Executive Committee of the Legislative Council met to discuss the 2020 legislative schedule. It was determined that the Joint Budget Committee will begin meeting the week of May 11th to hear the new forecast, presented by Legislative Council and the Office of State Planning and Budgeting. The new forecast will include the most accurate information to balance the budget. Following the revenue forecast and JBC's figure setting, the legislature will meet on May 18th or May 19th with the priorities of passing the School Finance Act, the Long Bill, and the Legislative Appropriation bill. The committee indicated that the goal is to get the Governor a budget by May 30th or sooner. It was noted that flexibility will be needed as the state continues to grapple with COVID 19. At this point, the committee has not decided what to do with additional legislative days that are not used in May.

With the COVID-19 pandemic, the primary sources for state funding will be dramatically reduced—income taxes, property taxes and sales taxes. This will create a revenue shortfall for the General Assembly, forcing them to make deep cuts in the FY 20-21 budget. The projected cuts are approximately \$2B cut in the state's \$32B budget and potentially another \$1B in September or December.

Currently, the Joint Budget Committee is examining larger line items in every department and no program is off the table at this point. The overall dollar amount in categoricals, of which the CTA line item is included, cannot be cut per mandate of the constitution. The last time the state had an economic downturn was 2008. The Budget Stabilization Factor was created after a legal ruling stated that the base per pupil amount per student was required to be increased not the overall per student amount after it was multiplied by the factors within the school finance act. This factor is how school funding was cut and the amount memorialized. Best case scenario, we are anticipating that school funding may remain flat, which means there would be no inflationary or enrollment increase. There is a strong likelihood of mid-year cuts to school districts in January also. School districts will not receive their state funding amounts for budgeting purposes until the end of May at the earliest.

The most recent federal CARES Act that was recently passed included emergency funding for K-12 and higher education. Colorado's portion of the money for Education includes approximately:

\$132M for K-12: this is based on Title I-A population counts in school districts and has been expanded to allow for technology given the current online environment. This funding will be provided to local education agencies via grants.

\$231M for Higher Ed: this is based on Perkins enrollment and Title IV and each state is required to submit a plan on what the impacts of COVID-19 have been for institutions and how the funding will support students. The money will come from the US Department of Ed to the institutions and state.

\$45M for an Emergency Relief Fund provided to each Governor based on a state's national school age population (5-24) and Title I population. This funding is to be issued in grants based on criteria established by the Governor.

The Joint Budget Committee Staff is looking at all of the stimulus bills to determine if any of the funding can be used to minimize pending state budget cuts in FY 20-21. There are other pots of money for state/local governments, health care and other areas to potentially use. Congress is currently working on a fourth and maybe even a fifth stimulus bill that could provide relief before CO adopts its budget.

MEMBERSHIPS/NOMINATIONS: Janet Renden

Membership in March 2019 was 131; Membership 2020 was 157 - good job!!!

PROGRAM OF WORK: Tammy Ward

- Growing excitement and involvement within CACTA and potentially with post-secondary partners and workforce
 - PROGRESS - Increased direct communication with membership. Conference was successful, great attendance and engagement from attendees. The President's Reception had high attendance and good reviews. The Call for Proposals emphasized need for post-secondary participation, with limited success.
- Expanding committee memberships for stronger member participation and collaboration
 - PROGRESS - All committee leads were encouraged to add at least one person from the CACTA membership. We have officially added three new committee members; Dawn Bauer who will be working with Stacy Miller as Secondary Liaison for the Metro area (to complement Roxie's role as Secondary Liaison with a rural perspective; Duane Roberson who will be joining Mimi Leonard on the Legislative Committee; and Julie Wright will join Gill Thompson on the Social/Exhibits committee. Welcome!!!
- Developing more written documentation (processes/procedures) to define roles
 - PROGRESS - I have begun to draft a short document to spell out roles and responsibilities of board members throughout the year, but especially during the planning and execution of the Mid-Winter Conference. Goal is to complete (with member input) by CACTE.

SOCIAL & EXHIBITS: Gill Thompson

No major changes since CACTA. Gill reached out to Julie Wright and she is willing to help with exhibitors during CACTA – there were 10 exhibitors at the 2020 conference. Gill will continue to organize everything before the conference, but looking forward to Julie's help during the conference. Only one person answered the survey and they said they liked the hallway and the registration process was smooth.

AREA TECHNICAL COLLEGES: Linda Van Doren

No report.

CACTE BOARD LIAISON: Debbie Nelson

Future CACTE CareerTech Summits

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

CACTE Excellence Awards

Awards nomination portal is open through June 8
Both ACTE and CACTE Specific awards are on portal now
PLEASE be sure that Nikki Carter gets submitted for Administrator of the Year!
PLEASE think about your counselors and nominate a deserving person for Career Guidance Award
PLEASE nominate folks for all other awards

Legislative Specialist – Tonette Salazar

Contract expires June 30, 2020
Will be renewing her contract
Thank you for continuing your \$8,000 contribution to her compensation
Tentative date for 2021 CTE Showcase at the Capitol – February 3, 2021

CCCS LIAISON: Sarah Heath

Sarah Heath stated the program approval rollout will be announced as soon as possible. There will be multiple training opportunities to learn the system. She shared the CTE website <http://coloradostateplan.com/> which is kept up to date related to COVID response. Sarah mentioned the CTE Innovation grant application and deadlines. The Secondary Implementation Plan for Course Alignment form is due today, April 30. Sarah reassured everyone that missing the deadline is OK due to challenges related to management during COVID. She gave a quick demo of Secondary program approval tool and what to expect when the program approval site goes live. There was a discussion on the value of the Program Quality Action Plan self-assessment for programmatic strategic planning and how to engage Advisory Committees. Sarah discussed post-secondary requirements which are 1) Program Quality Action Plan and 2) Advisory Committee Program of Work.

When the program approval site is open, Sarah Heath explained that CTE Directors should be ready to prioritize updating expired program information because expired programs are not eligible for Perkins funding. Sarah noted that the deadline for secondary/middle school program approval is April 1, 2021.

Sarah answered questions about guidance on submitting program approval. Overall, questions focused on meeting the program approval deadlines, meeting with advisory committees, missing data, partial data submission. In general, Sarah encouraged everyone to make a best effort and communicate process and anticipated delivery dates.

COMMUNITY COLLEGE LIAISON: Victoria Bobo

Red Rocks Community College:

- RRCC MGD student designed the 2020 CACTA conference cover. The design will be included in the student's portfolio.
- RRCC's IDEA Lab students created 3D ventilator parts and face masks for Make4Covid, a community of makers, designers, and healthcare professionals working together to support the urgent needs of healthcare workers and first responders during the COVID pandemic.

Community College of Denver:

- CCD's restructured Medical Assisting program is launching this Fall. Their LPN program is launching this Summer. They will start offering their phlebotomy program at both the Lowry and Auraria Campuses.

SECONDARY LIAISON: Roxie Aldaz

Roxie explained that the rural schools have the general feeling of support by the Program Directors and they appreciate the outreach efforts. Complimented recent training and feeling good about Perkins funding, but concerned about meeting program approval deadlines. Dawn Bauer who will be working with Stacy Miller as Secondary Liaison for the Metro area.

WEB LIAISON: Shelley Goerdt

The website is updated; removed CACTA conference information and upcoming events. She is willing to step down and offer this opportunity to someone new.

HOTEL LOGISTICS: Teina McConnell

Hotel contracts are 4 years out and she requested more information about force majeure in contracts. On the registration form, asked that attendance be required for the President's Reception for the 2021 conference.

ADJOURNMENT

Tammy adjourned the meeting at 2:40 p.m.