



Colorado Association of Career and Technical Administrators

CACTA Business Meeting Agenda

July 19, 2023

3:45-4:00 pm Officer Installation

4:00-5:00 pm - CACTA Business Meeting

CACTA Mission and Vision:

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

Officer Installation

- Debbie Nelson, Executive Director of CACTE, installed the new officer team for the 23-24 year.
- Nikki Carter has been appointed as the Treasurer to complete the term of the SY 23-24.
- Jess McAllister has been installed as the Secretary to continue her term as Secretary.
- Kristi Weaver has been elected as President-Elect beginning July 2023.
- Duane Roberson has been installed as the President beginning July 2023.

Attendance: Nikki Carter, Jessica Bright, Jessica McAllister, Krista Tongren, Kristi Lewis, Donna Crawford, Judy Howell, Michael Burke, Kate Wagner, Kristi Weaver, Nicholas Sandner, Chris Duran, Chris Byrd, Tala Harmon, Belinda Martin, Tara Bell, Victoria Crownover, Branda Morgan, Ashley Gehrke, Lori Lacefield, Jacqui Geiselman, Duane Roberson, Mary Krisko, Kendra Tate, Adam Martinez, Dana Anderson, Jamon Peariso, Kolleen Johnson, Madison Tortessi, Sarah Heath, Gil Thompson, Becky Hostetler, Michelle Smith, Shelley Goerd, Lawson, Heather Waldron, Jennie Schilling, Jordan Karlberg, Janet Renden

Welcome and Call to Order: Nikki Carter 3:40 pm

Approval of Minutes: [February 10, 2023](#); Motion to approve - Jessica Bright, Seconded - Duane Roberson

Secretary Report – Jessica McAllister

-No Report

Treasurer Report – Jessica Bright

-The combined amount in our accounts is approximately \$3,000 with expected income from new CACTA memberships following the CACTE summit.

-I announced to the CACTA Executive Committee that I am resigning my position as CACTA Treasurer effective at the close of the CACTE CareerTech Summit and my position duties will transition to Nikki Carter until the position is filled at the CACTA Mid-Winter Conference in 2024. I have loved every moment of this position and the friendships built across the state and amazing leaders and programs I have been connected with. I look forward to watching the growth of CACTA and CTE in the future!

-The 22-23 Academic Year Tax Documentation was emailed out and due in August. This information will be completed by me prior to my departure of the Treasurer role and by the August deadline.

Reports of Standing Committees:

- **Awards**– Chris Duran/Ron Hruby
 - No Report
- **Communications/Membership** – Janet Renden
 - Awaiting membership from Kate and will update the listserv
 - Gratitude for feature to change contact information on CACTA website
 - Membership committee met on Monday and discussed new initiatives and their effectiveness.
 - Occupied booths at CTSO events - traffic was inconsistent - will modify
 - Seeking members in the division committees
- **Bylaws** – Kate Wagner
 - In February, our membership voted to adopt revised bylaws at our business meeting. The revised bylaws reflect changes that aligned our CACTA bylaws to CACTE and ACTE bylaws.
 - CACTA has developed a Policies and Procedures Manual (PPM). It's near completion and once completed, the CACTA Board will vote to adopt the PPM.
 - Bylaws must be voted on by the CACTA members. The PPM is voted on by the CACTA Board only.
- **Legislative** – Duane Roberson
 - No Report
- **Program of Work** – Nikki Carter
 - Intentional goals and objectives
 - Guides the work of CACTA
 - Updates can be found in the Updates column on the [Program of Work](#)
 - Advocacy and Awareness
 - Member Value and Engagement
 - Inclusion, Access, Equity, Diversity
- **Social and Exhibits** – Gil Thompson
 - No Report
 - Email Gil with any requests for vendors

Liaison Reports:

- **ATC Liaison** – Linda Van Doren
- **CACTE Board Liaison** – Debbie Nelson
 - CACTE REPORT TO CACTA
 - July 19, 2023 Debbie Nelson, CACTE Executive Director *categorized by main goals of CACTE Program of Work
 - ADVOCACY & AWARENESS
 - Legislative Committee will start work on 2024 Legislative Priorities soon - please give input to your many reps on that committee
 - CACTA's contribution to the compensation of the legislative specialist helps to maintain a high level of interaction, including the presentation at the CACTA Mid-Winter Conference
 - Outreach Committee is working on ideas for a calendar of year-round outreach activities -Encourage members to use the "CTE Ambassador" campaign from
 - ACTE MEMBER VALUE & ENGAGEMENT SUPPORTING MEMBERSHIP IN ACTE/CACTE
 - Encourage your new (and veteran) CTE teachers, administrators and counselors to be ACTE/CACTE members by allowing dues payment from CTE funds

- sticking together matters! -Membership can be a teacher retention tool, providing a community of others teaching the same thing, even if they are the only one in your district, they aren't alone!
- At the very least, please consider supporting those involved in Division and CACTE leadership positions by paying their dues and Summit expenses.
- 2023 CACTE CAREERTECH SUMMIT
 - 390 attendees registered, plus speakers and exhibitors
 - According to evaluations, district-level financial support of people attending matters!!!!
- CACTE EXCELLENCE AWARDS
 - Start thinking about nominees for the 2024 awards cycle - see info and awards guidelines here
- COLORADO CTE LEARN
 - Awesome member benefit with ACTE
 - Online professional development - some w a fee, some free
 - Focus on effective and proven teaching/leading strategies with CTE in mind!
 - Super cool FREE section available to use with students
 - CareerPrepped -Organization subscription is FREE and tailored to your needs!
- INCLUSION, ACCESS, EQUITY & DIVERSITY
 - Summit "keynote speaker" is a performance called "Breaking Ice" by the Pillsbury House Theatre regarding IAED issues
 - Organized reflection time directly after the performance
- MISCELLANEOUS TOPICS
 - Encourage your new (and veteran) CTE teachers, administrators and counselors to be ACTE/CACTE members by allowing dues payment from CTE funds - sticking together matters!
 - Membership can be a teacher retention tool, providing a community of others teaching the same thing, even if they are the only one in your district, they aren't alone!
 - At the very least, please consider supporting those involved in Division and CACTE leadership positions by paying their dues and Summit expenses. -Feedback is always welcome on e-newsletters, website, other CACTE activities - we are striving to make the association responsive to members!
- FUTURE CACTE CAREERTECH SUMMITS 2024
 - Grand Junction, July 21-25 2025
 - Loveland Embassy Suites, July 20-24 2026
 - maybe Pueblo? maybe July 19-23? 2027
 - Embassy Suites Loveland, maybe July 18-22?
- **CCCS Liaison** – Sarah Heath
 - No public facing reports yet in the Gateway
 - Cognizant of PII with public facing reports
 - Consider providing teachers in the credentialing class with 'read-only' access
 - CTE Director Training will be a pre-conference to allow participants to engage with sessions (will be February 6)
 - Service areas with local colleges are no longer identified
 - Contact Marty Goldberg with questions
 - CCCS can support in identifying programs, certificates and degrees at higher education
 - Program of Study - look up "related programs"
- **Community College Liaison** – Vicki Aycok
- **Secondary Liaison (rural)** – Alyssa Horlick

- A short questionnaire was sent via email on February 2nd to rural CTE school districts. The questionnaire asked school districts to provide any areas of concern, some highlights of their programs, and if there was an interest in meeting for collaboration. We received responses from 39 out of 147 school districts. Many of the rural Colorado school districts report having issues that are far too common across the country. Staffing shortages, high turn-over rates, and inability to get qualified CTE instructors, all while conducting multiple roles in a small school setting. It is difficult for small school districts to keep up with requirements by the state to receive CTE funding while trying to do other jobs simultaneously, with the addition of having limited access to business and industry resources. Many school districts are starting over CTE programs after COVID, and are waiting for new instructors to be eligible for CTE certification. CTE Highlights from the rural school districts: Many schools have begun to adopt student based enterprises, such as having a school store. Big Sandy's Industrial Arts program is making high quality furniture and competing at the fair. Montezuma-Cortez has a coffee shop and screen printing business run by ACE students, as well as a technical theater program that produces two shows a year and where students run tech for touring concerts. They also have a strong catering program where students go out into the community and cater events, and an art program where students recently hosted a show at one of the local art galleries. Miami-Yoder's greenhouse production class creates a business that focuses on their annual spring plant sale where students grow and manage their plants beginning from seed all the way through to the business side of selling, distribution, and customer service. Weld RE 5J is opening a new comprehensive high school with 14 CTE state approved pathways and more than 20 Continuing Education opportunities on their campus. Bennett is partnering with several agencies around them to create healthcare and emergency service pathways for high demand jobs. Sargent School district has an amazing Aviation program that is helping students get their private pilot's license before graduating. The majority of responses stated that there was an interest in having rural CTE meetings for collaboration, both in-person or virtually. It has been proposed to include in-person regional meetings at the CACTA Mid-Winter Conference in February, and Virtual meetings for the upcoming school year are being considered. If you would like to join the conversation about rural CTE, please contact Alyssa Horlick by email at alyssa.horlick@miamiyoder.org.

- **Secondary Liaison (metro) – Shelley Goerd**
 - Metro secondary had a small group meet a couple times in the spring 2024 to discuss what would be a useful collaboration. We had picked the brain of Colorado Springs as they have an incredible collaboration across many districts. Our next steps will be to host monthly meetings, for the larger metro area group, online and in-person to discuss common concerns, successes, and solutions.
- **Web Liaison – Chris Duran**
 - New officers should be reflected on the CACTA website
 - Highlight of [Contact CACTA](#) (linked to Chris' work email address)
- **Hotel Logistics Liaison – Mary Krisko**
 - Organizing the CACTA Mid-Winter Conference
 - Will be February 7 - 9 with pre-conference events on February 6
 - Food prices are locked in
 - Vendors will be in Riverbirch C and will allow for traffic efficiency and expands the main room
 - Contract expires after 2025 - seeking ideas about a potential alternative. If no feedback, the contract will be extended for another 3 years.

Unfinished Business:

- Advocacy and Awareness: Program Spotlight & Admin Spotlight -
 - [Program Spotlight Nomination Link](#)
 - Admin Spotlight Nomination - use [Contact Us](#) feature of CACTA Website

New Business:

- Current Treasurer status for 23-24 school year
- Looking for a new Treasurer in the 24-25 school year (Nominations will be accepted at the CACTA Mid-Winter Conference in February, 2024)
 - Nikki Carter will finish the term and will serve until July 2024
 - Treasurer position entails co-managing the checking and savings accounts and managing registrations for CACTA Winter Conference.
 - Accounts will need full names and positions of 2 CACTA Division Members (in addition to Debbie Nelson)
 - For the time being, this will be Nikki Carter (CACTA past president) and Duane Roberson (CACTA President) and Debbie Nelson (CACTE Executive Director).
 - Intention to use this transitional time to close current accounts and open new accounts (still with First Bank) under CACTE (since CACTA uses CACTE's EIN).
 - Further details can be found in the [bylaws](#) or a conversation with Jessica Bright
- Current Board Members: see Jessica Bright to update contact information prior to leaving meeting
- Updating Dates:
 - Next CACTA Board Meeting (Board Members only): Wednesday, October 11, 2023 10am - 2pm at Adams 12 FutureForward at Washington Square
 - 2024 CACTA Mid-Winter Conference: February 7 - 9, 2024 at Embassy Suites Loveland
- Next CACTA Business Meeting: Friday, February 9, 2024 at CACTA Mid-Winter Conference
- Consider preparing an item created by CTSO's or SBE's for the CACTA Mid-Winter Conference silent auction.
 - Form to sign up will be coming soon.

Adjournment 4:18 pm