



**Colorado Association of Career and Technical  
Administrators  
CACTA Board Meeting Agenda  
October 14, 2021  
10:00am-1:00pm**

**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.*

**Attendance:**

**Call to Order:**

**Approval of Minutes – July 21, 2021**

**Welcome:** Paula Herrmann

**Secretary Report** – Laurie Krizman

**Treasurer Report** – Jessica Bright

**Reports of Standing Committees:**

- **Audit/Budget** – Jessica Bright
- **Awards/Archives** – Chris Duran/Tammy Ward
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- **Communications** – Janet Renden
- **Constitution/Bylaws/Resolutions** – Rebecca Morlan
- **Legislative** – Mimi Leonard/Janet Renden/Duane Roberson
- **Membership/Nominations** – Janet Renden
- **Program of Work** – Paula Herrmann
- **Social and Exhibits** – Gill Thompson/Julie Wright

**Liaison Reports:**

- **ATC Liaison** – Linda Van Doren
- **CACTE Board Liaison** – Debbie Nelson
- **CCCS Liaison** – Sarah Heath
- **Community College Liaison** – Victoria Bobo
- **Secondary Liaison (rural)** – Roxie Aldaz
- **Secondary Liaison (metro)** – Stacy Miller/Dawn Bauer
- **Web Liaison** – Chris Duran

- **Hotel Logistics Liaison** – Teina McConnell

#### **Unfinished Business:**

- Leadership and professional development
  - Facilitator volunteers, ideas

#### **New Business:**

- **Where do we house our files (agendas, meeting minutes, financial documents, conference notes, etc.?)**
  - The new website or other options such as Google Drive?
  - Who is in charge/monitors this site?
- **CACTA 2022 Update and discussion**
  - Theme
  - Schedule
  - Task Tracker and assigning tasks for Board members and volunteers
  - Breakouts – a few options to date:
    - Jennifer - Tutorial/How to utilize this framework for our CTE Leaders to leverage and learn from too for their students and families
    - Lauren Jones suggested Jennifer Stewart to address SWD in CTE. She's from Breaking Expectations
    - WBL toolkit overview for CACTA session or separate PD session? (Jordan Whittington and/or Dana Anderson)
    - Career Development & Advisement, Quality Programming and Equity/Inclusion
  - Vendors, Exhibits – we will use RSVP Book platform for registration. This will allow the vendors the option of purchasing a table or sponsoring a dessert or coffee table
  - WebEx/Zoom/Option for those who cannot attend

#### **Other Business:**

- **Website updates**
  - New Admin of the month
  - Start of Program spotlight
    - Equitable way in showcasing programs/schools across the state
    - What information should be included?

#### **Adjournment:**