



**MACTA Board Meeting  
WebEx  
January 12, 2016**

**MINUTES**

- I. Call to order: Meeting called to order at 3:00 by President Jessica Lipa
- II. Board Members in attendance: Troy Haugen, Jessica Lipa, Robb Lowe, Jean Rakun, Tim Amlie, Cindy Walters. From MnSCU: Jeralyn Jargo; From MDE: Michelle Kavanov. Committee Chairs: Debbie Belfry, Mike Lindstrom.
- III. Additions or Corrections to agenda: MACTA Conference Secretary support. Troy made a motion to approve the agenda with additions, seconded by Robb Lowe. MC.
- IV. Secretary's Report: Troy made a motion to approve the secretary's report, seconded by Cindy. MC.
- V. Treasurer's Report: Report is attached at the end of the minutes. Robb made a motion to approve the Treasurer's report, Jean Rakun seconded. MC.
- VI. Standing Committee Reports and Activities
  - a. Public Policy and Advocacy committee - Debbie Belfry – Copy for proposal for CTE Leadership Day, March 15, 2016 9 a.m. to 3:30 p.m. attached at end of minutes...event in conjunction with CTSO day at the capital. There will be training on ESSA and its impact on CTE, update on WIOA & Perkins Reauthorization. Nick will provide Legislative training and updates in the morning on this day as well. Any comments and/or suggestions should be gotten to Debbie as soon as possible. MnACTE is hosting the event and paying for the meeting rooms. Jess asked how many could attend. Looking at holding it at Bandana Square and taking a bus to the Capital. Jess asked what they want from MACTA in addition to participation. Jean said that MnACTE would like to see MACTA representation as well as having us agree to send teachers and promote with teachers. Debbie is working on coordinating this with the CTSO training and Director's as well. Email Debbie if there is something you would like to see added.  
ACTE's National Policy Seminar is February 29-March 2 and people attending that will give updates on that conference on 3/15 Leadership Day. Need to work on ensuring that definitions everyone is using are aligned. The MnACTE Board meeting is tomorrow, January 13 at 3:30. Debbie brought up the dollars for NPS allocated by MACTA and MnACTE. Dollars need to be awarded to cover some expenses of attendees. Tim, Jean, Debbie and Jess plan to attend the Conference. Discussed the need to have PS partners attend NPS. Jeralyn stated that she would try to assist with recruiting PS attendees. Proclamation for CTE month is in the Governor's office. Debbie needs stories for NPS as well as for CTE month. Get those to her. Jess asked what dollars were set aside for MACTA Board members to attend the NPS. We think it is \$2,000, Troy is looking through the budget. Nobody from MDE will be attending probably. Debbie will help coordinate the legislative meetings. At the end of the minutes is an attachment regarding communication of CTE month.
  - b. Communications-membership and awards subcommittee – Jean Rakun – Nothing has happened since the last meeting. Awards will take place in the spring. There will be an administrator awarded in spring and that person would be the nomination put forward to MnACTE. CTE Administrator and Teacher awards need to be ACTE members as well as MnACTE in order to carry nominations forward. The most recent membership list is on the website. Carrie has been doing a wonderful job of keeping the website updated.
  - c. Professional Development – Mike Lindstrom – The dates are reserved for the spring and fall MACTA conferences. The spring conference is scheduled for April 6-8, 2016. The only thing on the 6<sup>th</sup> will be the Board meeting in the evening. Conference will be at Arrowwood in Alexandria.

Board dinner at 6:30 p.m. with the meeting. On Thursday we will begin with a continuing Data Dive provided by MDE and MnSCU. We would like a focused Data Dive not a broad overview, concentrating on strategies to impact the data. The afternoon may be a tour of Alexandria HS career academy. Michelle asked if it could be flipped around if need be. It shouldn't be a problem. The plan is to have a data dive at each conference over the next several years. MDE/MnSCU could pick the data topic that the state seems to be needing. Sharing of things that are working to improve data at the consortium/school level. Decision was made to have tours in the a.m. and data in the afternoon. Awards dinner and fire pit. Friday morning we would have MDE/MnSCU updates with a brunch. Jess asked MDE/MnSCU reps to look at the dates and ensure that people are available to attend. Not all staff are necessary to attend from these agencies. Jess reiterated that MACTA is trying to be more receptive for PS members, looking for ideas to get more of the PS involved. The Centers of Excellence are a nice tie-in for secondary and post secondary membership as well.

- d. Licensure – Cindy Walters checked with the Board of Teaching and they sent a list of all applicants for the LVPD license and really didn't know much else about the process. Minnesota Rule 3537.0110 – renewal process is listed in legislation. Cindy has a copy of the LVPD manual and will work with Debbie and Dan to ensure we are ready to review candidates that come forward.
- e. Finance Committee – Nothing new.

VII. New Business/Reports

- a. MDE – Michelle asked if the recent update that was sent was helpful. Debbie stated that it is helpful to get the information. It is a lot of information to digest! Michelle requested an email if there is information that is missing. She is hoping to send them out every couple months.
- b. MnSCU – No Updates
- c. MnACTE – There is a webinar meeting tomorrow and Debbie will be on. Debbie is looking for a rep from MnACTE to be the legislative contact.
- d. Ewald – Contract has been signed. The first cut off for legislative bills etc. will be April 1<sup>st</sup>. Debbie has been in contact with MDE regarding several things that have been brought up.

VIII. Old Business/Discussion Items

- a. All items were previously discussed.

IX. New Business

- a. LVPD – we have at least one person that is looking for a review process in the spring. Jess will send it to Cindy and she will convene a committee to review.
- b. Teacher Licensure – Per legislation; there is a portfolio process for teacher licensure that needs to be in place in Minnesota. Candidates need to complete the checklist and get it sent in within a very short timeline. Portfolios need to be reviewed within a certain amount of time so that is why the timeline is short. There will be another window in the fall. Michelle said that any questions regarding the process needs to go through teacher licensing. The process is not meant to replace traditional teacher preparation programs where they exist.
- c. Jess asked if anyone knew about the proposal out there regarding creating an all-encompassing license for Tech Ed teachers to cover all four areas of licensure. Debbie clarified that this was coming from Northwest Minnesota regarding pathways for teachers to align 2 year programs with 4 year institutions. There isn't a bill written yet but licensing and finding teachers is a huge issue all over the state. Mike stated that MTEEA has been having discussions regarding talking with Licensing and MDE about having all Tech Ed licenses be certified as CTE licenses instead of not being allowed for CTE revenue and Carl Perkins. Jean asked whether or not MACTA would support any of this legislation. Since it is not written yet we could only discuss endorsing or supporting after it is written. The Board could not take action for the membership. We will have to take things step by step after we see the legislation. We communicate information to the members we do not endorse as a group prior to that.
- d. NPS – if anyone from the Board needs support to attend, send an email to Jess.
- e. Professional Development – Jess has an idea of someone who could feasibly co-chair this committee and take over from Mike. She needs to talk with the person first but will bring forward later.
- f. Board members for Spring Elections: Jean Rakun, Tim Amlie, and Cindy Walters are up for reelection. We need people to come forward for the election and nominations for awards.

X. Adjourn – Motion to adjourn by Jean Rakun, seconded by Cindy Walters, meeting adjourned at 4:25 p.m.

MACTA Treasurer's Report  
Board Meeting  
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No outstanding encumbrances or revenue.

<b>Checking Account Balance</b>	<b>\$7,417.00</b>
<b>Estimated CD Balance</b>	<b>\$10,197.75</b>
<b>TOTAL EST. CASH BALANCE</b>	<b>\$17,614.75</b>

Fall Conference Balance:

<b>Fall Conference Revenue</b>	<b>\$6,660.00</b>
<b>Fall Conference Expense</b>	<b>\$5,568.09</b>
<b>CONFERENCE PROFIT/LOSS</b>	<b>\$1,091.91</b>

Current membership is forty active, paid members. That includes two agency memberships (MDE & MnSCU).

Respectfully Submitted,  
Troy M. Haugen  
Treasurer

## February - CTE Month

February is national Career and Technical Education Month. Minnesota is inviting educators, students, and workforce partners to celebrate "Opportunities for Career Success." You are encouraged to schedule activities, contact the media and reach out to parents, community partners and others to showcase all the innovative things you and your students are doing.

In a few weeks, we will send a toolkit of resources to help you showcase student success stories, connect with employers and more. See below for details. In the meantime, please share what you are doing locally to celebrate CTE Month.

Send your questions and ideas to:

[Denise.Felder@so.mnscu.edu](mailto:Denise.Felder@so.mnscu.edu)

[Jean.Kyle@state.mn.us](mailto:Jean.Kyle@state.mn.us) at MDE

[Yingfah.Thao@so.mnscu.edu](mailto:Yingfah.Thao@so.mnscu.edu)

### Purpose of CTE Month

CTE Month 2016 gives MnSCU, MDE, DEED and others the chance to tell the stories of leadership and excellence from local communities and raise awareness of the crucial role that CTE has in readying youth and adults for careers and for regional and national economic success. The theme of this year's CTE Month is "Opportunities for Career Success."

### Outcomes

- Minnesota schools and campuses will have tips for educators to develop student interviews and success stories (video and print) for continuous outreach and informational use.
- Secondary and postsecondary administrators and counselors/advisors will have an accurate and positive understanding of what CTE is and how it connects with other college and career-readiness initiatives.
- All parties will have an understanding of career options in manufacturing and other career clusters, and gain positive concepts of CTE career preparation for youth and adults.