



MINUTES

NDACTE General Membership Meeting

Tuesday, August 10, 2021, 7:30 – 8:00 AM

Prairie Rose Room 105, Bismarck Event Center, Bismarck, ND

- I. Call to Order—Holly Strand-Rysgaard, President called the meeting to order at 7:30 am
- II. Introduction of Board - Holly Strand-Rysgaard, President
Board Members Present: Holly Strand-Rysgaard, Alison Orgaard, William Fritz, Joan Birdsell, Pam Stroklund, Eric Ripley, Bryan Stastny Lucas Schmidt, Dustin Martin, Dustin Norby, Wayde Sick, Christa Brodina,
Board Members Absent: Andrea Benson and Tracy Becker
An additional 47 members present

III. Review of Annual Report – Carla Hixson

- 1) Minutes from August 11, 2020 - Annual Membership Meeting
- 2) Executive Board Minutes 2020-2021 – Annual Report available at acteonline.org/ND
- 3) Edward Jones Investment Account – July 31, 2021, Balance \$ 32,036.35
- 4) FCCU Checking / Savings Income and Expense budget vs actual 2020-2021
FCCU Checking Account – End of Year Balance \$65,393.54 – \$26,090 = \$39,303.54
FCCU Region V Savings Account – End of Year Balance \$ 2,116.04

Checking Budget Income – Budget \$12,765.00 - Actual \$36,540.00 – \$26,090.00 = 10,450.00

Checking Budget Expenses - Budget \$19,329.96 - Actual \$6,759.31

Fiscal Year Gain \$29,780.69 – \$26,090.00 = actual gain of \$3,690.69

Deposit of \$26,090.00 from ACTE for PDC was explained that the deposit was in error and was returned in July 2021.

MOTION: Joan Birdsell motioned and Alison Orgaard second the motion to approve the Executive Directors Annual Report. Motion approved.

IV. Standing Committee Report

- 1) Legislative – Wayde Sick

State legislative session update:

- NDCTE legislation gave secondary grants line an increase of \$2.2 million.
- OMB bill included \$70 million for construction and renovation of CTE centers, there is a 1-1 match. Grant round is Oct and Dec 1 if funds remain there will be a 3rd round in spring.
- HB 1380 Legacy Fund streaming created workforce budget of up to \$30 million.
- HB 1748 school boards request to award credit outside the classroom.
- SB 2196 Learning Continuum Bill – allows other ways to obtain credit for general education.

Federal bills update:

- Infrastructure Bill will need our students to do the jobs needed to implement this bill
- Perkins \$50 million increase from house passed and is moving to the senate.

- \$10 million competitive grant to expand projects in workforce education.

2) Nominations – Alison Orgaard

Have an interest for the Vice President spot, continue to look for others interested in leadership position.

3) Policies – Alison Orgaard

Bylaws are posted, they have not been updated since 2009. A draft of updates that are looking to be updated, lined naming of membership with national, given division status of 10 members and have extended the timeline to get membership numbers back up, took out newsletter editor and cleaned up a bit to reflect how we are currently doing things.

4) Audit Report – William Fritz and Lucas Schmaltz

The committee met with Carla Hixson to review the financial report and information. Carla talked about the discrepancies in the budget where ND funds from ACTE for are being deposited in the NDACTE account. The division membership fees and PDC registration were deposited in the NDACTE account for the month of June. Carla worked with ACTE to make sure the funds from July and the future are now being deposited in the correct accounts.

The Audit Committee recommends and supports the following adoptions to NDACTE Program of Work

1. The NDACTE Executive Committee approved the new budget at the June executive meeting, not the August meeting. The reason behind the recommendation is we are spending in the new budget before the approval of the budget.
2. The Executive Director provide a list of current NDACTE members and IRS Tax Exempt Status to the Audit Committee
3. The NDACTE Executive Committee developed a Retention Policy to keep financial reports and records for seven years. This will help with IRS audits, transitions from new executive board members or Executive Directors

We encourage divisions and members who receive checks from NDACTE to deposit them ASAP.

The Audit Committee would like to commend and thank Carla Hixson for keeping the NDACTE financial reports and information clear, organized, and easy to understand for executive committee members and NDACTE members.

MOTION to approve the audit report made by Brian Stastny and second by Eric Ripley, motion approved.

V. Ad Hoc Committee Reports

1) Newsletter – Carla Hixson

NDACTE has been submitting articles to be published inside the ND CTE Monthly Newsletter and will continue with this method next year.

2) Public Relations/Marketing – Dustin Norby

Fun booth in exhibit hall, corn hole in booth to win \$50, Alison Orgaard will be updating our website.

3) Membership – William Fritz

Met with ACTE membership director Kellie Diemer and discussed ways to be inclusive for everyone.

Also, two membership options were reviewed–

- Educational membership – school can buy membership for the position not the individual person.
 - Corporate Membership – allows to participate in exhibit calls and more accessible in the schools.
- Membership Drawings will be on Sept 1 – 6 gift cards
Membership Recruitment \$50 referral for 10 members who recruit new members.
QR codes to make is easy to sign up as a member.

- 4) NDACTE Awards – Danielle Luebke
8 winners out of 7 categories – 15 nominations
Worked to align with National ACTE awards this year
- 5) CTE Reception – Holly Strand-Rysgaard
Held in conjunction with CTE department. NDACTE Executive Members did a Miracle Minute and collected \$735.08 for Ruben T. Guenther Scholarship.
- 6) ACTE Convention – Holly Strand-Rysgaard – no report
- 7) Region V Planning Committee – Carla Hixson
2022 April 6-9 in Rapid City, SD at Rushmore Plaza Holiday Inn
2023 April 13-15 at Delta Hotel, Fargo, ND – already have some great programs planned. Hope to see you there!
- 8) CTE Learn – Carla Hixson
Whether you are looking for engaging professional development or a more convenient way to obtain continuing education credits and advance your career, CTE Learn courses are designed for you. CTE Learn offers over 150 free or fee-based courses on an array of topics that focus on effective and proven teaching and leading strategies, the courses focus on practical strategies and techniques that participants can apply right away.

To view credit courses and free resources go to ND CTE Learn’s website at <https://nd.ctelearn.org/>
Valley City State University will grant 1 continuing education credit for the completion of 4 fee-based courses or the completion of 12 free courses. Flyers are available at the NDACTE booth.

VI. Unfinished Business - none

VII. New Business

1) Resolutions – Pam Stroklund

Resolution #1

Whereas: The ND Department of CTE staff have planned and organized a professional development conference for career and technical education professionals for the past 50 years. The staff have been great partners in preparing for the NDACTE portions of PDC providing the communication and flexibility in scheduling.

Therefore, be it resolved that: The ND Department of CTE staff be commended for their longevity in providing beneficial professional learning and their partnership with NDACTE.

Recommendation: Do Pass

Resolution #2

Whereas: Ms. Holly Strand-Rysgaard has provided outstanding leadership and guidance to NDACTE and faithfully and with honor and integrity served as NDACTE president this past year.

Therefore, be it resolved that: Ms. Strand-Rysgaard be formally acknowledged and extended profound appreciation for her years of service to NDACTE.

Recommendation: Do Pass

Resolution #3

Whereas: Ms. Carla Hixson has always been mindful of the interests of NDACTE and has worked diligently to advance the Association as NDACTE Executive Director. Her knowledge and expertise have provided great leadership to the NDACTE Board of Directors.

Therefore, be it resolved that: Ms. Hixson be formally acknowledged and extended profound appreciation for her leadership of NDACTE.

Recommendation: Do Pass

MOTION to approve the 3 resolutions as presented made by Cary Mertz, second by Brian Stastny, motion carried.

2) Vice President Election – Alison Orgaard

Joan Birdsell nominated Tana Erbes from NDSCS for Vice President.

MOTION to cease nominations and cast a unanimous ballot for Tana Erbes to serve as the 2021-2022 Vice President for NDACTE made by William Fritz and Brian Stastny second the motion, motion approved.

VIII. Passing of the Gavel – Holly Strand-Rysgaard to Alison Orgaard

Alison Orgaard presented a plaque to Holly Strand-Rysgaard to acknowledge her outstanding work and service to NDACTE.

IX. Announcements

- New Member Incentives – William Fritz - \$50 Member Sign up incentive (forms available at the NDACTE Booth and on PDC Website)

X. Adjournment at

Bryan Stastny motioned and Lucas Schmidt second motion to adjourn. Meeting closed at 8:11 am.