



**Colorado Association for Career and Technical Administrators
CACTA Mid-winter Board Meeting Minutes**

April 19, 2024

10:00am - 1:00pm

CACTA Mission:

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

Call to Order: Duane Roberson called meeting to order at 10:08 a.m.

Attendance Members:

Duane Roberson, President; Debbie Nelson, Executive Director of CACTE; Nikki Carter, Treasurer; Mary Krisko, Hotel Liaison; Linda Van Doren, former ATC Liaison; Sarah Heath, Vice Chancellor of Academic and Student Affairs; Janet Renden, Communication & Membership; Mason Jenkins, Community College Liaison; Jessica McAllister, Secretary; Alyssa Horlick, Secondary Liaison; Shelley Goerd, Secondary Liaison

Approval of the Agenda

Approval of Minutes – [October 11, 2023](#)

Gill Thompson moved to approve the minutes, Mary Krisko, seconded. Minutes approved.

Welcome: Duane Roberson

Secretary Report – Jessica McAllister

No report

Treasurer Report – Nikki Carter (Interim Treasurer)

Checking Account: \$48,998.59

Still owe approx. \$8,000.00 to CACTE for the legislative advocacy and support

Savings: \$966.05

Conference Expenses: \$53,331.16.

A celebration of financial standing as it reflects accomplishment of an unspoken goal to build a legacy.

An eventual goal to create processes to build a legacy

Reports of Standing Committees:

- **Awards**– Ron Hruby
 - [Report](#)
 - Administrator of the Year - Teina McConnell
 - CTE Champion - Austin White
 - Emerging Leader -
 - Diversity, Equity and Inclusion - No nominations

- **Communications/Membership** – Janet Renden
 - Has made quite a few updates to the listserv. It is currently up-to-date. The current number of members is 281. CACTE has 903 members. CACTA is the largest division.
 - **Bylaws** – Kate Wagner
 - No Updates
 - **Legislative** – Duane Roberson
 - Legislative session is wrapping up - still several pieces of legislative session to be pushed through
 - Committee has decided to not share bill tracker (because it includes comments)
 - Conversation exists to share information about legislation
 - Will advocate for bill tracker to be on the website
 - In the meantime:
 - Ask Duane
 - Check CACTE website - <https://fastdemocracy.com/shared-bills/?sharing-bill-list-id=0Z7YZC92aTkP>
 - Potential for Tonette/Dylan to lead a session at CACTE about methods for advocacy
 - CACTA to report back about desire to have it be administrators only (see division day)
 - Consideration to consolidate the session with their other events
 - Wouldn't be part of division day
 - Potential topics:
 - How to read the bill tracker
 - How to achieve systemic change
 - When is a bill warranted v. a rule?
 - Desire to be more of a workshop (v. sit and get)
 - Can Bill Summers (from Canyon City) present at CACTE during Division Day?
 - Future financial legislation may create tension between small v. large school districts and secondary v. postsecondary...may present challenges for CACTA to take a position.
- **Program of Work** – Kristi Weaver
 - Kristi will be capturing aspects of each of the three focus areas (Advocacy and Awareness, Member Value and Engagement, and Inclusion, Access, Equity, Diversity) after this Board meeting and will document it within our program of work. She will share it out with the Board members to review and revise as needed.
- **Social and Exhibits** – Gill Thompson
 - Sent survey to exhibitors. They were happy with the flow of traffic and the amount of communication leading up to the conference. One exhibitor wished there was more communication during the conference so next year I will set up a group text to communicate. They do prefer being in the hallway over a dedicated room, which I was surprised to hear but they all said they plan on coming back next year. I still say we do what is best for us and our membership, so I am fine keeping them in the dedicated room.
 - Gill to ask vendors for their preference in google form - will do our best to accommodate
 - Made approximately \$8,000.00 (minus the cost)

Liaison Reports:

- **ATC Liaison** – Linda Van Doren

- o Pickens Tech, Emily Griffith, Tech College of the Rockies - all in the same boat of navigating Career Advanced Colorado and...
 - Spending dollars that have been allocated
 - Responding to legislation
 - 1215 - Big Blur
- **CACTE Board Liaison** – Debbie Nelson
 - o [CACTE report](#)
- **CCCS Liaison** – Sarah Heath
 - o Bill (104?) CTE-Aligned Apprenticeships
 - Outlines industry areas that are tied to the Colorado Timeline Report (Infrastructure, IT and Healthcare)
 - Employers sponsoring registered apprenticeships will meet with Program Directors - a position would be generated to create a scope and sequence to create a pathway from pre-apprenticeship to apprenticeship.
 - Position would be on advisory committees, support WBL, etc.
 - Would be a separate program
 - o Need separate program approval
 - Will lead a session at CACTE to discuss
- **Community College Liaison** – Mason Jenkins - replacing Vicki Aycock
 - o No report
 - o Request for Mason to remind team to approve programs of study
- **Secondary Liaison (rural)** – Alyssa Horlick
 - o Working on getting most up-to-date list for contact in districts. Presents a challenge with turnover (over 140 districts). Good amount of responses from survey that was previously sent - common themes include high turnover, low substitute coverage, high burnout. Google form promoted award nomination. Consideration to send a nomination form to CASE
- **Secondary Liaison (metro)** – Shelley Goerdt
 - o The CTE Secondary Metro group has a monthly virtual meeting that has been consistently attended by 7 to 10 partners. We discuss issues related to our programs, staff, and other related CTE items. Going forward we are working to formalize a meeting structure and choose a focus for the group. The hope is that we will use this mechanism to have consistent feedback on our CLNA indicators as well as address other focus areas for our region and CTE.
 - o One of the biggest focus areas is to understand assurance expectations and support consistency across districts and program areas. We are hoping to clarify and support each others understanding of assurance expectations while providing real examples of templates, activities, or methods that have worked to support high quality pathways.
 - o The group has also been working to create a shared repository for assurance structures, Perkins Grant Writing, Courses and Catalogs, funding structures, staffing structures, etc. We will continue to collaborate and share over the summer and into next year. All are welcome, especially those from Region 3. If you hear of anyone who is seeking support, feel free to refer them to Gill Thompson (CCSD) or Shelley Goerdt (Jeffco).
- **Web Liaison** – Chris Duran
 - o Not present
- **Hotel Logistics Liaison** – Mary Krisko
 - o CACTA will be February 5-7 (with pre conference on February 4)
 - o Pre conference can be removed if needed

- o Contracts are signed for 2 years
- o CACTA 2026 will be at the end of January - will need to plan ahead

Unfinished Business:

- **Advocacy and Awareness: Program Spotlight & Admin Spotlight -**
 - o [Program Spotlight Nomination Link](#) (review nominations)
 - Rebecca Albert Vollrath, Ed. D., Weld RE-5J School District, CTE Director contacted Kristi inquiring about the selection process and if they would be notified if selected
 - o Admin Spotlight Nomination - use [Contact Us](#) feature of CACTA Website
 - o Forms needs to be moved to CACTA Drive
 - o Set web review meetings at regular intervals
 - First to occur before summer, 2024
 - Moving forward, connect at CACTE/CACTA
 - Duane to invite Chris
- **Other website updates**
 - o Check and update links on every page and ensure content is current

New Business:

- **CACTA Conference 2024 Debriefing (Weaver)**
 - o [Feb 2024 - Post-Event Survey Results](#)
 - o [Survey Raw Data](#)
 - Notes for next year
- **CACTE CareerTech Summit Division Day**
 - Schedule:
 - o 1:45-2:45 Business Meeting (with installation w/ Debbie)
 - o 2:45 - ?? Farm-to-Table Experience
 - Farm-to-Table experience as organized by Andrea Bolton.
 - o Includes culinary experts
 - o Tour of local restaurant scene
- **Program Spotlight & Admin Spotlight** - any other needs for the website
- **New Executive Committee Members**
 - o Secretary - CACTA 2025
 - o ACT Representative
- **Other New Business**
 - o Distinguishing touchpoint time for CTE Directors to connect and gather after to receive updates
 - Metro meets the 2nd Friday of every month
 - Preference for Rural for after school
 - Guidance to assure that it is a “member benefit”
- **Upcoming Events:**
 - o July, 2025 (TBD) - CACTA Division Day @ CACTE
 - o July 20-24, 2025 - CACTE

Adjournment: 12:57 pm

