



## Iowa Business Education Association

Executive Board Meeting MINUTES

DMACC Ankeny Campus – Maple Room

March 7, 2015

The IBEA Executive Board Meeting was called to order at 9:10 a.m. Present were Beth Sindt, Sue Elwood, Jodine Smith, Deb Cress, Lois Roth, Kyle VanAusdall, Stacy Ascher, Dana Lampe, Ann Heying, Rhonda Schmaltz, Kelli Diemer, Sandy Warning, Sandy O'Brien, Susan Seufferer, Shannon Smith, and Pam Uhlenkamp.

The minutes were reviewed. Rhonda Schmaltz moved to approve the minutes; seconded by Deb Cress. Motion carried.

No current treasurer's report was presented due to the transition of treasurers.

### **Executive Reports:**

**President:** No report.

**President-Elect:** Conference dates are October 25-26, 2015 at Stoney Creek Inn in Johnston, IA. Planning committee is meeting today. Adam Carroll is the keynote speaker. Featured speakers are being secured.

**NCBEA:** Rhonda attended the IL/NCBEA Conference in November 2014. She presented a session. NBEA dues went up \$5.00 effective September 1, 2014. NCBEA information needs to be updated on our website. NBEA conference is in Chicago March 31-April 3, 2015, where NCBEA will hold a board meeting and training session.

**IACTE/Legislative:** Legislative Day at the Capitol is scheduled for April 6. National Policy Seminar was March 1-3. Del Hoover, Barb Lemmer and four CTE students attended. IACTE continues to have an exhibitors' booth at the School Board Association conference and the High School Guidance Counselors conference. IACTE conference will be June 23 at FFA Enrichment Center in Ankeny partnered with Ag and FCS. IACTE is hosting the Region III conference June 24-26. Iowa leaders are encouraged to attend. Sandy O'Brien has been named 2<sup>nd</sup> Vice President. Executive Director Dave Bunting is retiring.

Dana represents Iowa ACTE and high school teachers on the Secondary Career and Technical Education Task Force. Two others represent high schools: Vicky Rossander, Executive Board Member, Iowa State Educational Association, Valley High School and Julie Rosin, Assistant Director, Central Campus, Des Moines. The Secondary Career and Technical Education (CTE) Task Force was established as part of House File 604 to make recommendations that reduce skill shortages, enhance economic growth, and ensures that all students have access to high quality, globally competitive career and technical education programs.

IACTE future plans are to discuss Career Guidance recommendation, assist in rewriting Iowa Code with regard to CTE Policy and Practice, and connecting to High School Regional Centers designed on 16 career clusters as well as an education tract.

There was discussion on exploring the option of investing in a lobbyist for business education.

**Executive Secretary:** Worked with Sue Elwood to keep the website current with updated membership forms, registration forms and Paypal options. Continued to work with Kelli Diemer to keep the Iowa business educator distribution list updated. Assisted with collaboration workshop planning. There are a few board members who have not paid membership dues. There are currently 147 Educator Members.

**Program Management:** The committee has met twice this year and has worked on the budget; discussed strengthening business engagement, financial literacy requirements of the DE, statewide intermediary network, Iowa Work-Based Learning, STEM initiatives, IT Academy, MBA Research, Iowa Educators website, and final year grant for strengthening programs of study. The Quality Team committee is no longer meeting on a regular basis, but will meet when there is an activity to organize. Three Collaboration Workshops were scheduled for this fiscal year. The fall workshop was cancelled due to a lack of registrants, possibly due to the date being so close to the fall conference. The winter workshop was well attended in Ankeny. The spring workshop will be held March 27 at Kirkwood. Its registration will be on the website shortly.

**2015 Summer Workshops:**

1. MicroSoft Office Specialist, NICC, June 8-9
2. MicroSoft Office Specialist, ILCC, June 10-11
3. MicroSoft Office Specialist, IHCC, June 17-18
4. Multimedia Bootcamp, OA-BCIG High School, June 25-26
5. Standards-Based Grading in the Business Classroom, Solon High School, June 29-30
6. Connected Teacher, Kirkwood, July 6-7

Graduation credit will again be offered through UNI. Program Management budget will cover five \$400 stipends. We ask that IBEA pay the July workshop presenter stipend. Each registrant is charged a \$25 fee that IBEA collects.

**Webmaster:** Updated the Website with: Business/Marketing Workshop Information, 2015 Awards Forms, Executive Board Information, 2014-15 Membership Forms, NBEA and NCBEA Information, Meeting Minutes. Items needed: Welcome Message from 2014-15 IBEA president and Reports of interest to members. Renewal of hosting service and domain name will be due April 19, 2015. Cost is \$61.60 for one year. Do we need Password Protected area for the Board?

**Public Relations:** We need to work on the format of how we get information out and encourage membership.

**Historian:** No report.

**Awards:** Student Recognition Award nominations due date moved to March 31. Teacher nominator must be an IBEA member. Currently have 20 student nominations. All education nominations are recognized at the state level. Each receives a certificate and table gift. Winner of each category receives a plaque. Continue to nudge people to nominate. Nominees who were nominated in prior year and did not win automatically roll over to following year.

Lois is in the process of determining needs for certificates, folders, frames #'s and plaques. After nominations are received, Exec Secretary will be asked to check membership.

## **Area Rep Reports**

**Area 5:** Iowa Central CC is having business competition day in April; we are expecting around 400 students. I will plan to meet with area business teachers that day.

**Area 6:** Got together with consortium twice to plan business competition day at MCC April 29.

**Area 7:** Area business teachers will meet Wednesday, April 22, 2015 in Black Hawk Hall (Business Department) at Hawkeye Community College. I e-mailed area high school business teachers so that they could “Save the Date.” Many responded that they planned to attend, and two have responded saying they have track/sports conflicts. Another e-mail message will be sent after Spring Break with an agenda. Kelli and I met at Hawkeye the end of February, and we decided to have the *IBEA Area 7* meeting focus on “Five Steps to Reposition Business Education Programs.” Snacks and beverages will be served, and I plan to give a tour of the Brock Student Center and the Health Education & Sciences Center (HESC) to those who would like to see our newest buildings.

**Area 10:** Meet with area teachers at consortium meetings.

**Area 11a:** No report at this time as rep just took over duties.

**Area 11b:** May plan to meet via Zoom.

**Area 14:** Business teachers met yesterday. We discussed conferences, workshops, collaboration workshops, and awards.

**Area 15:** Area 15 will be holding a spring meeting on Wednesday, March 25 at Indian Hills Community College in Ottumwa. The morning of the 25th will find the schools involved in our Business Regional Advisory meeting and preparing for the Advisory meeting which will be held April 29th. All Area 15 business teachers have been invited to attend starting with lunch. The afternoon agenda currently has updates from Kelli Diemer, Jessie Steward presenting on Business Horizons, and Lincoln Hughes with EverFi updates. Teachers then will have time for brainstorming and discussing topics relevant to business education.

**Area 16:** Have a strong regional advisory council. Met on February 28 and held area meeting that day. The group toured GPAEA 21<sup>st</sup> Century Classroom in Burlington. We will meet again March 24. We have also met via Zoom.

**Department of Education Update:** The FY14 Statewide Intermediary report was circulated with the group. This showed the work-based learning activities that were coordinated this past year.

The Iowa Work-Based Learning Coordinators Conference was held on March 3.

Financial Literacy Summit will be held at the Iowa events Center in Des Moines on Tuesday, May 5. Kelli sent out information to all teachers. The summit will offer 3 tracks: educators, students, general public.

Kelli will be meeting with Dianna Briggs and the methods teachers for Business Education. A discussion on the current 16 Business Education openings listed on the Teach Iowa website. The Board expressed a concern for the shortage of Business teachers across the state.

There were no Iowa applicants for the NASBE National conference scholarship for \$1000. Everyone was asked to help spread the word with this type of information.

Kelli shared the Positioning Business Education materials including a discussion on the Futuring panels, Association coalition, and ASK certification. Three high schools in Iowa will be starting a High School of Business program (Waverly-Shellrock, Saydel and Boone).

**Old Business:**

**NPS Student Support** – IBEA will provide \$200 to business students who attend.

**Area Rep Coordinator** – Sandy O’Brien and Pam Uhlenkamp will write a job description. Sue Elwood recommended to look at the NBEA Regional Membership Director job description for ideas.

**New Business:**

**Updating Job Descriptions:** Job descriptions have not been updated for a while. Sandy Warning volunteered to assist.

**Recruiting New Board Members:** We need to develop a plan to widen our membership.

**Reimbursement for board member to attend Region III ACTE and national ACTE conference:** Dana Lampe moved to amend the IBEA Policies & Procedures Reimbursement Policy (2.05) to add the following: *When funds are available as decided by the Executive Board, the IBEA President or their designated representative and the IACTE Representative or their designated representative shall be paid actual expenses up to \$500 each to attend the ACTE Region III annual conference. The IBEA President or their designated representative and the IACTE Representative or their designated representative shall be paid actual expenses up to \$1,000 each to attend the ACTE national conference.* Motion seconded by Susan Seufferer. Motion carried.

IBEA would like to recognize Sarah Bird for her dedication to our organization. Sarah is moving to Nebraska.

**Future Dates:** NBEA, Chicago, March 30-April 4; IACTE, Ankeny, June 23; IBEA, NCBEA, Springfield, MO July 20-23; IBEA, Johnston, October 25-26.

The next executive board meeting will be October 25, 2015 at 1:30 p.m. at the annual conference.

Meeting adjourned at 12:35 p.m.

Respectfully submitted by Sandy Warning