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**OATFACS Officers Meeting Agenda**

**Oklahoma Department of Career-Tech**

**Conference Room West**

**September 30, 2016**

1. **Call to Order Jeanine Clark**

Meeting was called to order at 10:17 by President Jeanine Clark

Members present: Jeanine Clark-President, Brittani Parker – President Elect, Brooke Kusch – Past President, LeElla Lee - Treasurer, Michelle Lawrence-Secretary, Andrea Brice – North Region VP, Berneta Haddox – Northeast VP, Stephanie Smith – Central Region VP, Keri Laxton – Specialty Services: Early Care VP, Mary Jane Grayson – Division Advisor

1. **Minutes of Last Meeting Michelle Lawrence**

Minutes were read from the OATFACS Officer Meeting on July 31, 2016

Removed from minutes: “Keri will get an inspirational for the Celebration of Teaching”

as that was discussed at the previous meeting and not on July 31, 2016.

Minutes were approved as amended.

1. **Treasurer's Report LeElla Lee**

Current balance of $40,294.91. Scholarship has not been paid, but LeElla Lee wrote the check on September 30 while at the meeting. We received dues and registration from OKATCE. OKACTE would only direct deposit fund this year. Mary Jane Grayson dealt with them to receive the following:

$10,650 – Registration

$ 5,460 – NATFACS Dues

$ 4,095 – OATFACS Dues.

Lori Carlile has paid lifetime NATFACS dues, but she is not showing up on our member list; retired members are now on our member list. It was suggested that one of the committees assume the responsibility to send the retirees a newsletter about what is going on in our division.

An e-mail will be sent to all non-members encouraging them to join. An e-mail will be sent to thank all those who have paid. Maybe by district we can e-mail to encourage non-members to join and report how important it is to join your professional organization!

It was discussed that FCCLA Gold Chapter applications include points for being an OATFACS

member. Also discussed limiting access to e-board to members only.

1. **Old Business**
	1. **Scholarship Fund Update**

Check to scholarship recipient is being written today, September 20, 2016.

Scholarship Fundraiser brought in $4,482.82, $500 will go toward 2016 scholarship recipient. $1,171 was brought in with t-shirt sales.

Scholarship requirements were discussed. It was suggested to have a $250 for a high School senior or $500 for current major.

The Career Tech scholarships for teachers working on alternative certification or to get a master’s degree in education was discussed, as well as the NATFACS scholarship that you can receive multiple times.

Brooke Kusch, Past President – I move to change our scholarship criteria to include 1 scholarship to a teacher who is an OATFACS member for $500 toward alternative certification or continuing education in addition to 1 student scholarship.

Brittani Parker 2nd

Approved Unanimously

Brittani Parker, President Elect – I move to extend the student and teacher scholarship for applicants to be able to apply more than once.

Keri Laxton - 2nd

Approved Unanimously

* 1. **NATFACS Award Nominees**

Award applications are due tomorrow! Brooke has contacted our nominee but they have failed to get the application turned in. Next year we will try again. Julie Halcomb will be contacted about best practices application for NATFACS due tomorrow.

1. **New Business**
	1. **Review OATFACS Committees**

Since we had some things change, it was discussed in July to restructure committees. That has been completed. Chairs of the committees still need to be decided.

* 1. **Officer/Committee Assignments**

Financial Growth LeElla Lee/Deana Mauck

Legislative Lynn Droescher/Andrea Brice

Membership Stephanie Smith/Robert McGehee/Andrea Brice

Nominating Jeanine Clark

Scholarship Berneta Haddox/Brittani Parker/Trina Renfrow

Public Information Michelle Lawrence/Keri Laxton

Awards Brooke Kusch

Ad Hoc Committee was created for FACS Day at the Captial and the following assignments were made. Brooke - FCCLA, Brittani, Keri – Early Care, Food & Nutrition – Lee Ella, Relationships – Stephanie & Andrea, Housing – Jennifer, Fashion, Finance – Michelle, Hospitality - Jeanette

* 1. **OATFACS Bylaws Update / Policy and Procedure changes**

2012-2013 was the last time these were updated. Jeanine and Brooke will review, edit and reorganize our OATFACS Handbook, which includes the Bylaws and Policy and Procedures by January 2017.

* 1. **August Conference Review**

227 Completed the review.

 Issues – Parking, Breakfast

 Encouraging- Some of the best workshops.

 Suggestions Discussed:

* **Region Meetings** – Can we have them at time when every is not ready to leave? Can we have a more appropriate space. Maybe separate the times for District and Region.
* **OATFACS Business Meeting** - OATFACS Officers bring gift cards to put on the bottom of the chairs in addition to the current prizes.
* **Celebration of Teaching** - For OKC we will continue to do the breakfast because of costs. When we go back Tulsa, we will discuss going back to a luncheon as it is more affordable.
* **Curriculum Showcase** – Discussed offering a stipend for participants. OATFACS could offer $50 each and take the first or top 5. Set up class room style where the presenters rotate instead of the participants. Set up the displays outside of the workshop time. Also discussed offering a stipend for teachers that teach workshops. Maybe compensation for their OATFACS Registration.

Andrea Brice, North Region VP – I move that we compensate workshop presenters and curriculum showcase participants at August conference.

Brooke Kusch 2nd

Approved Unanimously

* 1. **OATFACS Survey Monkey**

227 Completed the review.

 Issues – Parking, Breakfast

 Encouraging- Some of the best workshops.

Remove peanut butter cookies from assortment

BREAK FOR LUNCH 12:08pm

* 1. **Cash Awards for Division Winners**

Other divisions (Ag Foundation) gives a cash prize for teacher of the year and new teacher of the year. Do we have the money in the budget long term to sustain this for 20 years +?

$1000 is budgeted for awards, and we only spend around $300 for plaques at August conference.

Teacher of the Year

New Teacher of the Year

Keri Laxton, Specialty Services – I move that the FACS Teacher of the Year should receive a $300 cash award and the New Teacher of the Year should receive a $200 cash award at August Conference.

Andrea Brice 2nd

Approved Unanimously.

* 1. **FACS Day at the State Capitol**

Ad Hoc Committee shall convene via e-mail

* 1. **Gift for Members 2017**

Ideas: Trolley Bag, Garment Bag, Umbrella

Brooke Kusch will look up options and prices so we can make final decision in January.

* 1. **ACTE Las Vegas Plans**

We want Teachers who go to come back and present at August Conference.

Andrea Brice, North Region VP- I move that when needed, the OATFACS Advisor can receive the same stipend as OATFACS Officers for ACTE Conf.

Brooke Kusch – 2nd

Approved Unanimously

Each officer needs to provide a $25 Gift Card for the ACTE Vision Conference Raffle Basket.

Bernetta – Walmart, Stephanie – Starbucks, Andrea – Target, Keri – Walmart, Brooke – iTunes, Michelle/Brittani – Amazon, MaryJane – Restaurant, LeElla - Subway

* 1. **Career-Tech Staff Update**

Just finished District PI meetings and now are gearing up for District Leadership meetings. Joann Carter started September 1. She is traveling with different program specialists. She has been to Lead and to New Teacher Academy and on the road to a few schools. It is still undecided whether or not we will reorganize to 5 districts again. We are open to suggestions if you have any.

Career Tech agency is moving along smoothly and there are no major changes currently. Hopefully Salary and Teaching and CESI will be up soon.

* 1. **Expenses of eboard**

E-Board is a part of Moodle. Part of what is on there that teachers like is the safety tests. They were meant as a review, but teachers are using it. The subscription expired, Mary Jane personally paid the $39/year.

Andrea Brice, North Region VP – I move that we reimburse Mary Jane for the yearly expense of E-Board and continue to fund the subscription.

Brooke Kusch 2nd

Approved unanimously

* 1. **Officer picture August conference 2017**

We will take an OATFACS Officer picture next year at conference.

1. **Spring Meeting Date**

Thursday, January 19 at 10:00am at the OKACTE Office.

1. **Adjournment**

Meeting adjourned at 1:56pm by President Jeanine Clark

Submitted by Michelle Lawrence