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**OATFACS Officers Meeting Agenda and Minutes**

**OKACTE Headquarters**

**2801 N Lincoln Blvd**

**Oklahoma City, OK 73105**

**January 19, 2017**

1. **Call to Order Jeanine Clark**

Meeting was called to order at 10:12am by Brittani Parker.

Members Present: Brittani Parker – President Elect, Brooke Kusch – Past President, LeElla Lee – Treasurer, Michelle Lawrence-Secretary, Andrea Brice – North Region VP, Stephanie Smith – Central Region VP, Robert McGeHee – Southwest Region VP, Keri Laxton – Occupational VP: Early Care VP, Mary Jane Grayson – Division Advisor

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

Minutes from OTAFACS Officer Meeting on September 30, 2016 were approved as read.

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

Treasurer’s Report approved as read.

Main expenses were from ACTE Conference. We had expenses for 6 Officers and 1 Officer.

Scholarship recipient also been paid.

1. **Committee Reports**
	1. **Financial Growth LeElla Lee/Deana Mauck**

Discussed fundraiser ideas instead of selling t-shirts. We made only approximately $575, instead of the over $1000 we made in the past in the past.

 IDEAS:

Custom Rustic Cuff ($36)

Brooke submitted a fundraiser request with Rusted Cuff.

 Vendors during networking time. Charge $100 Vendor Fee.

Possible Vendors: Rusted Cuff, Lularoe, 31, LipSense, Roden and Fields, Catch, etc. We do not know if we can have vendors in the Cox Convention Center. Or if it would cost us to have vendors.

 Mixer at DC on film row ($20 an hour)

Restaurant Tour

Raffle

Bingo Night

* 1. **Legislative Lynn Droescher/Andrea Brice**

FACS Day at the Capitol cancelled. We can still bring small groups to sit in the house and senate. Contact information is available if wanted. We will send out an e-mail about how to visit the capital and see your representatives on your own.

* 1. **Membership Stephanie Smith/Robert McGehee/Andrea Brice**

October a letter went out, and the committee members sent out a reminder to join.

Dues Deposit December 9

Sent out e-cards for Holidays(December), End of School Year(May), Birthday Month, Begin of School (August), CTE Month(February).

* 1. **Nominating Jeanine Clark**
	2. **Scholarship Berneta Haddox/Brittani Parker/Trina Renfrow**

Scholarship applications need to be updated. We need to create the scholarship application for Teachers. We will use the lottery grant application as a resource. Scholarship applications due April 1st. Need to send to OSU and ECU. Can we open up the student scholarship to high school seniors.

Keri – I move to open the current student scholarship criteria to include high school seniors who have completed the FACS Academy at Oklahoma State University.

Robert McGeehee 2nd

Approved

* 1. **Public Information Michelle Lawrence/Keri Laxton**

We take care of the showcase. Brought some ideas home from ACTE. Classroom setting. Contacted committee members. Will create a flyer to advertise including a deadline. We feel you MUST BE A OATFACS member to get the stipend. Mary Jane will Judge on Day 1 so that curriculum showcase can be judged. We would like to offer 2 sessions of curriculum showcase

We would like to use Marco Polo or Facebook Live. We will ask Terri about how to go live on the OATFACS Facebook. We also need to record Showcase and put on moodle. We need to add a video release to the application.

* 1. **Awards Brooke Kusch**

All awards committee members will be e-mailed to Roberta Sams in March so they can get on the portal. We will contact Tim Clausen to get more details about the scholarship judging process.

An e-mail is ready and will go out to members about scholarships and opportunity fund soon.

1. **Old Business**
	1. **FACS Day at the Capitol –cancelled due to**
	2. **Review OATFACS Committees/Officer Committee Assignments**

Bylaws and Policies and Procedures have been updated by Brooke Kusch and Mary Jane Grayson.

We need to add Teacher of the Year and New Teacher of the Year cash prizes as 13.

In Policies and Procedures, add into officer duties of President and President Elect to attend OKACTE Officer Retreat in Fall. Add a letter of explanation to Admin about officer duties.

Valerie is working on our history.

Brooke Kusch I move that the Policies and Procedures be approved as amended.

2nd Keri Laxton

Approved

Keri Laxton -I move that the updated Bylaws be uploaded for review by members and voted on during officer elections.

Stephanie Smith 2nd

 Approved

* 1. **OATFACS Scholarship Fund Raiser**
	2. **Sponsors for August Conference**

Mary Jane will contact Reality Works, CEV and B-Sew Inn about continuing to sponsor give aways.

Brittani will send Oklahoma City Good Truck Coalition contact information to see if they want to sponsor.

Officers will bring $10 gift cards for prizes during the business meeting in August.

1. **New Business**
	1. **Curriculum Showcase Winner**

Robert McGeeHee won, but was not able to attend ACTE Conference.

* 1. **Summer Conference Breakfast vs. Lunch**

Breakfast in OKC due to costs

* 1. **Opportunity Fund Application Review**

**Due May 1st so we can promote at PI**

* 1. **OATFACS Officer Application Review and date due**

May 1st, Offices Open: President Elect, Secretary, North VP, Southeast VP, Treasurer Elect, occupational VP of Hospitality and Tourism

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

Carla has submitted her retirement. Jan. 30 retirement party 2 - 4. It has not been decided when or if that position will be filled. Joann will be covering the NE for the remainder of the school year.

CESI is being worked on and will be on the same system as Salary & Teaching.

Follow-Up will be on the new system.

Lottery Grants will all be $15,000 and applications will go out soon.

* 1. **August Conference –Roundtables and Project Based Learning Guest**

Mary Jane will talk with OKACTE about bringing the speakers from Georgia that spoke about project based learning at the ACTE conference.

Someone from SDE is going to come in to talk about how the changes in SDE will affect our division.

Maybe bring in Harry Wong.

Moderate an FCCLA panel, about STAR Events, Fundraising.

OATFACS Gift – Umbrellas

Andrea I move to purchase umbrellas as gifts for our members.

2nd - Stephanie Smith

Approved

1. **New Teacher Meeting Date**

**Not set yet. Probably July 18-20**

**July 31st – August Conference.**

**VII. Adjournment Jeanine Clark**

Adjourned by Brittany Parker at 12:51

Respectfully Submitted by Michelle Lawrence