

Arizona SkillsUSA Board of Directors  
Meeting Minutes: January 14, 2013  
Location: Arizona Department of Education

In Attendance: Fred Lewis, Ross Rector, Michelle Martinez, Gary Townsley, Andrew Lamer, Mike Bailey, Kevin Coe, Oscar Olivas, Carrie Wolf, Evelyn Irvine, Tracy Rexroat, Carole Whitlock  
Missing: Steven Paluch (ill), Pete Pederson (excused)

- I. Meeting called to Order at 9:05am, Pledge of Allegiance
- II. Reading and Approval of September 14, 2012 Minutes: Fred Lewis motioned to accept, Andrew Lamar seconded, unanimous vote to approve
- III. Review of the Year-to-Date Financial Statements: Evelyn passed out monthly statements to each board member to review; our task was to go through the paperwork and ask questions on anything that came to mind. All agreed that the paperwork was very organized and thanked Evelyn for her hard work.

Questions Asked:

3/19/12: Why are we using Alpha Graphics for printing when the state has its own office? Mike Bailey reminded us that sometimes Alpha Graphics has been cheaper or timelier, so we use both

3/19/12: Prizes for Regionals and State...this is for purchase of medals and is divided evenly among the regions. The state office provides the medals for each Regional competition.

6/18/12: Question about the cost of LED light up sticks for Nationals...Michelle Martinez explained that the light up sticks are used by every state during opening session and awards ceremony and is a must.

6/21/12: There is a movie fee from a hotel stay for state officer training. We agreed to ask Caitlin and Carrie to have the state officer reimburse this fee, as it is not an expense other students are allowed to put on their schools.

- IV. Unfinished Business
  - A. Constitution and Bylaws: Constitution was discussed and changes suggested. Carrie will make changes and send out through email. The constitution and bylaws will be voted on by student members at state conference 2013.
- V. Reports
  - A. Treasurer's Report: BOH: \$258,231.10, with only one outstanding bill from Ganado (the district is aware and working with Carrie on it)
  - B. State Supervisor's Report (Tracy Rexroat and Carole Whitlock):
    - Each state supervisor has taken on one or more grants management duties
    - Engineering has added Real World Challenge to state competition
    - Cosmetology is working on standards from the U of A, which will be updated this month, with assessment testing to be the next goal
    - Safety Professional Development opportunity on 2/9/13 at Peoria HS. The cost will be \$65.00 for 7 hours of PD and focus will be given to programs of teachers who attend.
    - MSDS is changing to SDS, which means that everyone will need to be retrained

- There have been changes to positions within ADE, with openings to be posted.

C. Director's Report:

- CTSO state advisors have also taken on grant management supervision duties.
- Currently working on dates for 2013-2014.
- State conference for 2014 will be booked in Feb/March. We are trying to keep it in April so we won't conflict with spring break schedules.
- State 2013: chairs are in good shape. There will be a community service project this year, through Phoenix Parks and Recreation, with 4-5 choices of places to go. Hopefully, travel on the light rail will be able to take place
- Regionals 2013: Plans are going well
- Online tests will be launched for any member to take. They are free, online tests that will be taken between 1/23-1/30.
- State Officer interviews will either be at ADE in March or on the first day of state conference. We want to encourage candidates to come to ADE; we do not want to do any more phone interviews.
- There will be training for the PDP series on May 4 at WestMec for \$10 or \$15.
- Nationals 2013: New hotel with free parking, continental breakfast an possible WiFi.
- We received a Teamworks grant.

Ross Rector motioned to approve "all reports that need to be approved", Gary seconded. All reports were approved unanimously.

VI. New Business

A. ACTE Session Discussion

- Conflicts with AITE were discussed
- Corporate meeting with Board meeting to follow will be on Monday
- No National Trainer, state certified trainers will be used instead

B. Involvement and Roles of Chairs/Judges/Advisors at the SkillsUSA AZ Championships and adherence to National Standards

- Complaint from Brian Aranguena was discussed. Suggestions were given to Carrie. Michelle will draft a letter of response to Mr. Aranguena that Mike will sign and send. This letter will be forwarded to all board members as well.
- Contests that are held to qualify for nationals that are not currently offered at state MUST go through the state office and be approved by Carrie in advance, per new national standards.

C. Tasks for State Championships: this is a preliminary list that we will sign up for at our next meeting. Carrie will probably need to add to this list.

- Help in scoring room as scores come in
- Leadership event day assistance
- Community Service event assistance
- Awards assistance: uniform checks, medals backstage, certificates, photos

VII. Future Dates: March 9 will be the next meeting date at ADE, so that state officer interviews may take place.

VIII. Adjournment: Oscar Olivas motioned to adjourn, Gary seconded, unanimous vote. Meeting adjourned at 2:52pm.