

**CTSO E.D. ZOOM Meeting**  
**October 13, 2020**  
**6:00-7:20 p.m.**  
**Minutes**

**Members Present**

Joyce Kemp, Sue Dana, Krista Chadwick, AnnaJo Smith, Johnathon Mason, Kathleen Young, Jessica Enright, Chris Gray, Linda Randall, Susan Ladd.

**Update on 501(c)3**

Susan said it's still in the process. The lawyer put the changes in Word and she accepted them. She has sent the documents off for signatures. Doug Heavisides told her there were some glitches in the time factor. It may be as long as eight weeks. So better part of January before the funds are available. He's not sure if the consortium funds can be dumped directly into the 501(c)3. When money comes through, the presenters, the platforms for virtual conferences, etc. can be looked at for reimbursement.

**VACTED Meeting Thursday**

Another VACTED meeting will be Thursday, but Susan was not put on the agenda since there's lots of business to take care of. She did, however, ask Doug Heavisides to put out a plea for a school to hold the HOSA funds. Susan also asked Doug if, down the road after the 501(c)3 is established, if ALL the CTSO funds could be kept there instead of moving the funds around every time a new executive director comes on board.

**Cluster Meetings**

Susan is promoting all the fall conferences on vtctso.com.

November 18 the AG 8:00-9:30 & NR 1:00-2:30 clusters will meet. Johnathon and/or AJ?

December 16 the Business cluster 8:00-9:30. Joyce and/or Krista? Krista thinks it will work for her. Remember, this is technical center teacher ONLY, not high school teachers who are advisors.

**Fall Conferences**

**SkillsUSA Vermont Fall Conference**

- As of this morning, only eight people have signed up. Early deadline of Thursday for free t-shirts.
- Overwhelmed advisors see this as just one more thing on their plate.
- Promoting it as a FREE event to them is an incentive. SkillsUSA Vermont has about \$4,000 tied up with this so far.
- Using Google Meets, YouTube, and maybe Twitch—Matt Bingnot will facilitate this, and it will be FREE. Chris is meeting with him tomorrow.
- Agenda is pretty much worked out. Strong recommendation is that we do many short breakouts. Keep it short and sweet. So, we have a bunch of How To... breakout sessions. Skills Connect, Leverage, and new one for local chapter officers Kahoots, Jeopardy games, etc.
- Joe Fingerhut is speaking.
- National SkillsUSA Executive Director is opening the conference.
- National officer speaking and also doing a workshop.
- Concern is there has only been one meeting with student leaders. A lot more assigning of duties but with the amount of time, there can't be lots of input from them as this time.
- Students need to prepare an opening ceremony and facilitate the conference.
- Three on the council are returning officers from last year.
- Everything appears to be in place.
- We need LOTS AND LOTS of registrations.

- Susan has been promoting it not only as a free conference but also finding out about how students attend a virtual field trip. Get a permission slip and get instructors' signatures so they can attend.
- Susan will push at the cluster meetings to contact their local SkillsUSA advisor. If anyone has any issue registering, have them contact Chris.
- Some centers do not have a lead SkillsUSA advisor, so all of their local program advisors are struggling as to who is handling this. CTE—Essex is one of them. Sarah Knight is not there this year.
- How is it impacting the chapter if there are no advisors or who can be chaperones?
- Can a student still sign up for a virtual conference since they are sitting at home in front of their computers... Do they still need a chaperone/advisor?
- A HOSA student approached Maribeth Cornell at WRCC about being a chaperone, even if they are not in the same room.
- Does SkillsUSA have an attendance follow-up from the conference? Yes.
- As of right now, 40 have registered.

#### VT DECA/VT FBLA/VT HOSA Fall Conference update:

- Krista reported that there are about 100 people registered as of last night.
- CVU has not signed up yet, so there will be more. They don't have a meeting until October 21.
- Hopefully we will get to the 150 goal.
- T-shirts are ordered.
- Governor unable to make it but he created the Proclamation as VT DECA, VT FBLA, & VT HOSA.
- Northfield Savings Bank donated bags, so each attendee will be getting a note and bag with something in it.
- Hopin does a networking section so students can mingle.
- The Governor cannot make it.
- Have a VT Coach who will address interpersonal skills that students need.
- Keynote speak with two breakout sessions each an hour long but breaks in between.
- Students will run their respective business meetings.
- Officers will do welcome and introductions.
- Doing a dry run on October 26 to test how it will be.
- Joyce has the backbone of the site set up. Sue Ladd has been sent an all access pass. You won't see a lot until the practice is set up.
- Trying to figure out a way to give students tickets for their correct workshops so there aren't 100 in one and very few in another.
- As far as attendance, we can see who signed in, but we can't follow them.
- Joyce is working on a Google Analytics to see if it can follow the students.
- Plans to send the student the login, set up a profile, and then attend.
- Chrome is the best browser to use or Firefox. Joyce will send that out to advisors and students when tickets send out.
- Most nervous about presenters practicing how to be backstage and then go on stage.
- Joyce has three options for better bandwidth on the day of the conference.
- Again, the thing with the chaperones may be a bit of a challenge at each individual school. If they are in a physical location, that would make sense.
- Invoices will be sent to the schools after the conference, especially since registration is open until October 26.
- Masks are not going to be included in the conference fee, but they will be done as prizes and sell them outside the conference for \$7 to make \$2 on each mask.
- Joyce reported 203 as of right now!

#### National FFA Convention

- As of right now, we don't know exactly how it's working.

- We have delegates signed up separately.
- We get updates every couple of days.
- No competitions will be done during the conference.
- One college is promoting a Creed Speaking competition after the fact.
- This year National FFA is recognizing each state's top team that would have been going to nationals. For Vermont it will be:
  - Dairy Foods
  - Ag Science
  - Forestry
  - Soils
- In tier levels—the lowest level registration fee registers 28-30 students
  - Only have two state officers plus the E.D.s plus American Degree winner
  - Hoping to offer one registration perhaps even two to every chapter so they can log on to one computer to keep people involved.
  - No responses yet, even though they are being given away!
  - Send out weekly reminders—everyone is slow on the registering this year.

### **Membership/Recruitment**

- SkillsUSA Vermont—Slow coming in. All advisors are automatically carried over from 2019-2020 so it looks like there are 150 unsubmitted registrations. There are 46 that have been submitted as students. That's roughly 200 members, so it's a fifth of what we typically get, but it's early. Will push it after the conference and National membership closes on February 1.
- VT FBLA—IDK. Krista is still learning the National database and has been focusing on the Fall Conference. And Sarah transferred all the other FBLA materials to Krista. The top VT chapter for Sweeps will get a \$100 gift card from Staples to incentivize the membership. Sarah Emery was the virtual advisor and since she's not in the position, they don't have one. Still need to fill that gap in FBLA. Tisha is at North Country Career Center. It may affect her state officer status if she doesn't have a chapter. How do we collect her dues, get her signed up, etc.? Eric is in charge at nationals. Could Susan be one? Does anyone see that as a conflict of interest? No. It allows her administratively to get her to be where she wants to be. Susan doesn't her want to have any barriers to being a state officer.
- VT DECA—One school has registered because they wanted to attend the Power Trip which is included in the state membership. Joyce will send out another reminder. DECA can do a virtual chapter. Joyce will be the advisor.
- VT FFA—May have one registered chapter and one other advisor called earlier this week asking for the address to send the payment to, but that's two out of all their chapters. Not sure whether they are officially registered.
- VT HOSA—Not yet

### **Miscellaneous**

- Krista asked about a change of address form for FBLA. Susan spoke with Mary Ait, and she will send the information to Krista.

### **Next Meeting**

The group decided that they will next ZOOM on Tuesday, November 17 at 6:00 p.m.

### **Adjournment**

The meeting adjourned at 7:00 p.m.

Susan Ladd  
CTSO Coordinator