



Partnerships for Innovation is a collaboration of secondary and postsecondary partners focused on building a better statewide system of Career and Technical Education for Nebraska to improve student learning and better meet economic development priorities. PFI will do this by introducing innovation in delivery systems in CTE to include Career Academies, professional development and programs of study with coordinated curriculum between secondary and postsecondary.

Leadership Council Meeting Minutes
June 5, 2018 4:00 – 8:00 PM Central Time
Central Community College - Kearney, NE

Present: Dennis Headrick, Allyson Olson, Kim Kuster-Dale, Justin Shaddick, Lori Biesecker, Jody Tomanek, Seth Heinert, Candace Walton, Joe Peitzmeier, Nancy Fuller, Marilou Jasnoch, Tom McDonnell (Sub: Sue Raftery), Missy Jabens, Ken Spellman, Lyle Kathol, Retha Dunn

Absent: Sam Pavelka, Julie Otero, Otis Pierce

- I. Welcome** – Allyson Olson
- II. Approval of April 6, 2018 Meeting Minutes.** Kim Kuster-Dale motions to approve minutes, Julie Otero seconds the motion. Motion passed.
- III. Directors Report**
 - **PFI Return on Investment:** (see next page)
 - **Activity Report:** Handed out full report highlighting the director's monthly activities for the last year. The PFI Leadership Committee appreciated the outreach and project attendance by Retha.
 - **Goals:** Reviewed the director's annual goals that were set in February during her performance review. Also discussed the importance of looking for some professional development to attend this year.

Professional Development Activities = \$553,243

73%

	End Date	Amount	YTD Spent	Remaining
Prove-It – Metro CC	Aug 2018	\$60,080	\$0	\$60,080
Finance Institute	Nov 2018	\$27,800	\$0	\$27,800
CTE Alignment	Nov 2018	\$196,850	\$73,264	\$123,586
STS Statewide Meetings	Complete	\$1,700	\$1,585	\$115
Developmental Education Conference	Complete	\$11,596	\$10,443	\$1,153
Accuplacer	Complete	\$29,978	\$16,209	\$13,769
Statewide Needs Assessment/Stakeholder Meetings	Complete	\$10,000	\$3,140	\$6,860
Developing Learning Activities in Math, Science, English	Complete	\$64,900	\$64,000	\$900
Engaged Learning (ELE) On Course	Complete	\$49,339	\$45,500	\$3,389
Teacher Focused Training Scholarships	Complete	\$44,000	\$22,907	\$21,093
National Conference Scholarships	Complete	\$5,000	\$0	\$5,000
NCE Conference Scholarships	Aug 2018	\$52,000	\$0	\$52,000

CTE Delivery Systems = \$53,500

7%

Economic Modeling Specialist, Inc. (EMSI) membership & Training	\$52,500
2018 NCE PFI Presentations	\$1,000

Programs of Study and Coordinated Curriculum= \$36,461

5%

Systemic Career Guidance – ESU 2	36,461
PFI Regional Projects (\$30,000) reallocated to PD Activities	\$0

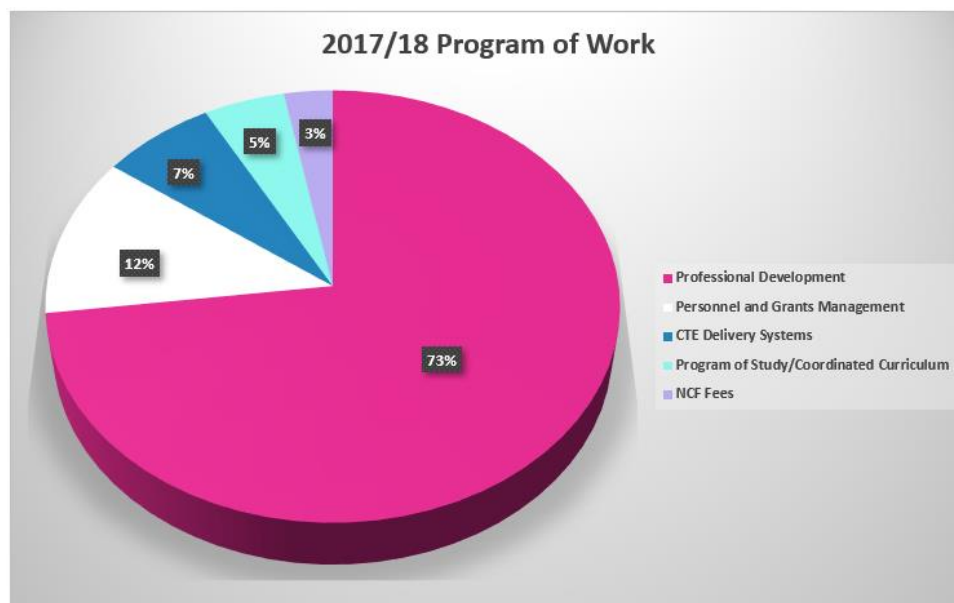
Personnel and Grants Management = \$93,870

12%

Director salary and benefits, telephone and data stipend, office supplies, travel, professional development, one out of state conference, and board member meeting expenses

Nebraska Community Foundation Fees = \$25,000

3%



IV. Finance Committee Report on 2017-2018 Budget and Expenditures

- Reviewed the 2017-2018 Monthly Budget report that shows a monthly rolling budget on expenditures and Perkins contributions. A copy was handed out to each member.
- Reviewed the 2017-2018 Budget and Program of Work, each member received a copy. Retha will prepare the final numbers and report once we get all of our final expenditures in at the end of July as we received our monthly statements from NCF about 3 weeks after the end of the previous month. Went over each category of expenses: operating expenses, professional development, program of study/coordinated curriculum, and CTE Delivery systems.
- Reviewed each project and where it currently is in the process of completion. Reviewed monies spent YTD and estimated amounts that will be paid out by end of year (July 1) from all accounts.

V. New Committees: Dennis Headrick was added to the Finance Committee

- Professional Development: Lori Biesecker, Seth Heinert, Tom McDonnell
- Finance: Julie Otero, Missy Jabens, and Dennis Headrick

VI. 2018-2019 Program of Work Development

- The final numbers to end June will be in at the end of July. Once Retha gets those numbers, then a concrete starting balance for the year will be in place. The 2018-2019 budget includes a raise for the Executive Director, 2017 and 2018 Professional Development Funding Grants (previously awarded), the addition of PFI funded scholarships for NCE Conference, national conference, and training, and funds for each region to hold regional meetings, trainings, and activities.

The updated documents will be sent out for our August 2018 meeting. The updated budget is as follows:

- Operating Expenses: \$98,639
- Professional Development: \$567,287
- Program of Study/Coordinated Curriculum: \$30,000
- CTE Delivery Systems: \$1,000

VII. 2019-2019 Program of Work Review and Approval: Approved by the PFI Leadership Committee.

VIII. Executive Committee Meeting: The Executive Committee met and approved a 2.5 % raise for the Executive Director, Retha Dunn. The Executive Committee also recommended that she attend a professional development course as the funds are there for her to do so. The PFI Leadership Committee is happy with the job that Retha is doing and they appreciate her work towards increasing statewide outreach, timeliness in answering emails, and communicating committee information.

IX. PFI Leadership Council

- Regional Projects/Meetings: Monies have been set aside for each region. Discussed some ideas and topics for the regional projects, meetings, and professional development.
- Regional Communication: The regions will communicate with each other and Retha on the happenings of CTE in their region and make sure that PFI information is disseminated to the region.

X. New Member Nominations: Allyson Olson and Nancy Fuller will no longer be on the PFI Leadership Committee. PFI will be taking nominations for two new members to fulfill those regional positions; high school representation for the Northeast Region and high school representation for the Southeast Region. Please send nomination forms to Retha and she will contact the nominees. Once Retha confirms interest of the nominees and receives professional resumes from the nominees, the PFI Leadership Committee will vote on new members. The goal it to have the two new members attend the August 3 PFI meeting.

XI. Nominate and vote for new co-chairperson (High School or ESU)

- Kim Kuster-Dale moves into the Chair position and Justin Shaddick was nominated, accepted the nomination, to become the PFI co-chair. Next year Justin Shaddick will be the PFI Chairperson.

XII. Future Meeting Dates & Times

- August 3, 2018 10:00-11:00 - Zoom
- October 5, 2018 10:00-11:00 - Zoom
- December 7, 2018 Face to Face, Kearney, Time TBD
- February 1, 2019 10:00 – 11:00 Zoom
- April 5, 2019 10:00 – 11:00 Zoom
- June, 2019 Face to Face, Kearney

XIII. Adjourn.