

State Staff Meeting Minutes

Date: Monday, August 9, 2021

Present:

- Charles Parker
- Shay Williams-Hopper
- Hugh Mooney
- JessaLee Goehring
- Greg Beard
- Jackie Jones
- Hannah Garrett

Called to Order: 10:06 AM

Agenda Items;

1. Staffing Update
2. COVID-19 Protocols and Questionnaire
3. GLC – updates
4. MFE/ALA Dates
5. State Staff Retreat
6. Hall of Chapters (reminder)
7. National Convention
 1. Delegates
 2. Travel

Additional Items

AET Update - Will invite Roger to join our meeting on August 16 to provide updates and answer questions.

Master Calendar - The latest version, updated July 30, is attached for review. Please share corrections and/or additions.

Staff Retreat - I am seeking topics in preparing for the upcoming State Staff Retreat. At this time, the following are potential topics.

- MFE/ALA Future Dates (Fall or Winter)
- FFA Foundation Wish List
- State Leadership Conference Responsibilities
- 2022-2023 Ag Incentive Grant

State Staffing:

- Have permission to interview Chantel – not available until the 19th
- Department Staffing – Pete is looking for two positions for Perkins – he’s asking Stephanie for his two positions back (CTE & Perkins).

- Starting to fill positions
- We have/do not have a branch deputy (hasn't been approved yet by the Superintendent)
- What is our plans if Chantel doesn't work out?
 - 1 – we re-advertise for the position & see who is out there
 - To fill out the assistant position
 - To fill out a regional supervisor position
 - 2 – we have someone on State Staff take the position
- Probably will not be able to fill until the middle of the year
- Look at your email regarding the new guidelines regarding how CTE funding can be used
- Sept 16 – if you have other plans, such as CATA section meetings or reviews, you do not need to be there

Covid Regulations / Guidelines

- CDE COVID guidelines – only for CDE building – not necessarily for all of our other sites.
- We can do this all electronically – getting in writing
- Need to look at the questions and get the form ready – need to develop some consistency
 - How many “check marks” are we allowing?
 - When do these need to be complete (the day of?)
 - What happens if a student selects a check box and cannot attend the conference?
 - Can we have a “red flag” / notice that pops up at the end that says “yes” you can be at the event or “no” you are not allowed
 - If anyone says “yes” to the questions or if they did not complete the form, they will be flagged
- Suggestion: Have a form that shows the list of participants and signed by the teacher to say that their students are cleared to be there.
- Suggestion: Have students fill out a daily form the day of the event. The information is placed on a spreadsheet that has all of the information (just in case there is an exposure.) Teacher's initial on their registration form that their students have filled out the day of survey.
- Suggestion: Jackie and Hannah – put together a survey that is electronic and have a paper document just in case internet is “spotty”.
- If they answer “yes” to any of the COVID questions – the students are not allowed to participate in the event
- Anything about serving food?
- What about cleaning? Clean between different days (if it's a different group of people)

GLC – virtual?

- Some schools are not being allowed to travel
- We still have the information from last year – we can change the website URL – need to change the registration.
- Is it something that all regions need – or just some?
- Is it just specific schools?
- If a school site reaches out to Hannah, please let the regional supervisors know so we can keep records on which schools cannot travel.
- We still provide a virtual conference, but keep the same cost.
- Suggestion – If going virtual, teachers can buy it by class size (example: 25 students for \$35 each)

GLC Staffing:

- 28 on staff
- Some teams will have 4 or 5 with a team leader
- Name badges that they have their pronouns

MFE/ALA Dates:

- Adding that to our agenda for our State Staff Retreat in September
- Looking at future dates for the next three years and what that looks like due to conference

State Staff Retreat:

- Conference in Woodland – still seeing if it is available on those dates

National Delegate Training:

- Virtual

National Convention – Flights

- Trying to get the average of the cost of flights
- Question: do we need to have other students supplement the cost of other student's flights
 - Can't it just be based upon the sites?
- Will touch base with Jill about costs

Hall of Chapters

- Please send the link to your chapters so we can have some people participate

Regional Event Registration:

- Jackie will be sending out a video this week to go over how to do that- create event, create product (cost of registration), and how to access event information.

Meeting End: 11:55 am

Next Meeting: Monday, August 16, 2021