

Business, Marketing & Information Technology Education Division
Executive Officer Team Meeting.
April 10th, 2025 12:30 PM - 2:00 PM
Career Tech, Stillwater Campus

Attendees: Zoom: Dana Stevens, Theresa Karnes, Macee Ponder, Katrina McDowell, Joy Salcedo.

In Person: Kylie Molton, Rhonda Hill, Kylie Hensley, Lori Ables, Tracy Cox, Angie Littrell, Melody Johnston, Ginny Tholon, Karen Montgomery, Mark Burch, Vina Gowdy, Julie Ballew, Darin Lackey, Derick Jones.

Call to Order: President Darin Lackey called the meeting to order at 12:31 PM. A quorum was established.

Opening: Darin Lackey (President)

- I. **Approval of Minutes 11/20/2024:** Lori Able motions, Angie Littrell second, All were in favor, no opposed, and approval of minutes passed.
- II. **Approval of Minutes 01/22/2025:** Discussion over amending item number three on the budget. Darin shares that the current number does not reflect the need of all travel costs, and Julie shares as well the current verbiage for travel cost with President and President Elect. Vina Gowdy motions to amend the minutes from the 1,000 dollar travel cost reimbursement for President and President Elect to 5,000 dollars for travel reimbursement. Ginny Tholon seconds the motion. All were in favor of motion, no opposed, motion carries.
- III. **Treasury Report:** Julie Ballew shares the budget in the account and treasury report. Julie shares that she changed the books and the files within our google drive. IRS update is given, and that is still in progress. Randy completed the 1020 form on October 4th. IRS is currently behind on processing and the wait currently is 210 days with the IRS. There was a note that you still need to submit taxes, and the IRS came back and said you can't submit these taxes because you're not tax exempt. Once the exemption goes through we will submit taxes. Currently cleaning up motions and that the amendments on minutes and check amounts matched. Invoices need to be collected

and put together, statements need to match the minutes. Audit on April 15th is due, and will be done here shortly. We currently have \$58,190 in the account, and \$13,680 in deposits and we have already spent \$13,785. There still is a pending amount of 4,587 in speaker, DECA, and travel cost reimbursement. BMITE Capital day reimbursement is pending a receipt. Darin shares that he commends and gives Julie a lot of praise for what she has done as a treasure.

- IV. **Reporters Update:** Macee still doesn't have access to the website. Website access from Daniel for Macee. Darin stated that we need to get access from Daniel to Macee with the website. Melody Johnson shares Macee Daniels email address and reached out to Daniel to make that happen. Melody texts Daniel that Macee needs access to the reporter website.
- V. **Committee Report:** Julie shares that she shared her notes on the policies and sent it out to the policy committee. She hasn't heard anything back, but she highlighted everything that Katrinia shared about what OKACTE suggestions were on policies changes needed. Darin shared that we need to get that done before Summitt and that a zoom meeting should take place so that it can go up for a vote. Then membership should get in time to give them the opportunity to vote.
- VI. **CTACT Report:** Lori shares the meeting that took place in January. They went over OKACTE budget, Superintendent report. Discussion was over how to make CTE better, legislation update, groundwork broken on two more skill building. Membership on OKACTE is over 5,000. Professional opportunities that are available, and Sky report had an update freshman legislatures. There will be a roadshow for those legislators to come visit and see CTE programs and campuses. OKACTE hosted a Georgie team of educators to show them around our facilities. May 8th will be the next meeting for CTACT.
- VII. **Kaleidoscope Committee:** There was a meeting last Friday. We looked at the new logo and will be having a conference at Summit. April 16th is the next partnering in a change series over autism training. Cody Toning will be the speaker and registration closes on April 15th. Looking for speakers and sessions for the Kaleidoscope conference on Nov 14th 2025 at MetroTech.
- VIII. **Legislative Pact:** Joy Salcedo does a PAC update. Lot's of education bills to be considered right now; from cellphone ban bell to bell, graduation new requirements, and there is a PAC task force that is going to be created. During those discussions there was discussion from things to fundraising and how to create more memberships. Joy asks for any PAC donation ideas on getting money raised and people to join.
- IX. **Membership:** Joy Salcedo shares membership update. Increasing membership amongst BMITE. Joy shares that BMITE capital day helped with membership appeal to teachers. Joy asked for any suggestions and ideas to drive up membership. Vina shares

what people have asked her about membership and what are the benefits of joining. Joy continues to share what we can do to create a spark for individuals to join.

- X. **Audit Committee Report:** Danya and Randy talked over Summit. Nothing new from their last meeting.
- XI. **MBP Plan:** Karen shares that there has been no new meetings and they are going to meet before the Oklahoma Summit.
- XII. **Awards Committee:** Vina Gowdy shares an update on the awards committee. Corbin talked about money allocated for pins and awards. Eight candidates this year and they will be judged. Here is an update on awards. New teacher of the year Kyle Perry, Post Secondary professional Katrina McDowell, and Teacher of the year Jeffery Mason. Vina goes back to Corbins inquiry on money allocated for awards and service awards. Julie gives a treasure's perspective on what is earmarked for awards and currently is \$5,000 dollars. Discussion took place over what the awards should be ranging from years of service, BMITE divisions years of services. Vina Gowdy makes a motion to allocate up to 5,000 dollars for the award committee to purchase plaques or pins for OK Summit, second by Julie. All were in favor, no nays, motion carries. Discussion takes place over OKACTE BMITE years of service vs. BMITE years of service.
- XIII. **Oklahoma Summit:** Kylie Hensley shares costs associated for breakfast and Lunch. Continental breakfast is 2.50 or 4.50 for sausage egg and cheese biscuit. Vina shares that we should add to the agenda that there will be a breakfast. Coffee will be provided with the pastries as well. Lunch options were shared for BMITE day at Summit. The three choices are Taco Bar, Three Cheese Lasagna, Chicken Fried Steak, or Chicken Strips. All options are \$15 dollars a person. Discussion took place on how many people to allocate for, 350 people was the determining number. Chicken taco bar was chosen amongst the options. Julie Ballew motions that we spend \$7,000 dollars on food for Oklahoma Summit, Darin seconds the motion. All were in favor, no opposed, motion carries. Ideas for a speaker for the ok summit were discussed. The names discussed were Matt Perna, OKSTE speaker Matt M, and other speakers to consider up to the budget amount of \$5,000 dollars. We do need a final headcount for Tulsa Tech by June, and we are going to go with 350 individuals.
- XIV. **New Teacher:** Kylie Hensley shared how the social was appreciated but there wasn't the participation hoped for. Ideas of giving teachers swag and products instead. There is currently inventory that needs to be given out first. We are still in need of 65 backpacks and 50 power banks. You guys could use your logo on the ordered power banks. The costs are shared between the 1,800 dollars needed for the new product vs. the social we hosted last year. Rhonda is going to set up a time for OKACTE BMITE to be able to talk at 2:00 Wednesday on July 16th, 2025. Katrinia McDowell will be there to speak on our behalf and anyone else can join amongst our group. New teacher is taking place at Central Tech in Drumright. Katrinia McDowell motions to purchase up to \$1,800 dollars

for backpacks and power banks for New Teacher Academy, Joy seconds it. All were in favor, no opposed, motion carries.

XV. Presenter Swag Bags / OK Summit : Julie motion to spend up to \$1,500 dollars on speaker swag for OK Summit, Vina seconds it. All were in favor, no opposed, motion carries.

XVI. On Boarding Committee: Darin shares the onboarding committee and that there hasn't been any updates with that. Corbin, Jeffery, and Katrinia will be on the committee. All three committee members will be working on creating and getting the committee going. Darin asked for a zoom meeting to take place with those individuals and get this endeavor off the ground.

XVII. BMITE Capital Day Recap: Joy Salcedo is working on a survey to be sent out. There was great verbal feedback and collaboration on the day of BMITE Capital Day. There were approximately 250 students in attendance. The legislator in attendance allowed the kids to join and ask questions that were very good. Joy would like to send thank you cards to Skye and a few others that help tremendously in making this happen. Vina shared how she liked the setup and the two different time slots for people to choose from. Jeffery Duncan's participation in the endeavor was much appreciated as well. Julie Ballew shared that she still doesn't have a receipt for BMITE Capital Day notepads.

XVIII. IRS Update: Darin asked if there was any need for more discussion on that and for any questions. There were none discussed.

XIX. CTSO Assistance: Mark Burch gave an update on DECA and gave us all a thank you for the support. The funds will go in the scholarship funds. Mark also gave an update on DECA and BPA and said that they were in a much better position than they were before.

XX. Unfinished Business: Julie asks Dayna if she has anything to share with the dean scholarship. Dayna asks for updates and confirmation on scholarships. One student did a GAP year and came back the following year and asked for the scholarship. There is nothing in our bylaws that state that a student needs to go to college right after graduation or a completion of 12 semester hours. It only states that they need to be enrolled in 12 semester hours. Julie asked for the two students' names last year, Sabrina Mcquilen, and Makayla Adams. Julie is looking to see if Randy already sent checks and to see if they have been cashed. Julie sees a check for Sienna Newel and a Jacob Grant for 23/24. Sabrina and Makayla were recipients announced in August 2024 as reward recipients and have not received their award. Sabrina set out the Fall Semester but is attending the Spring semester. Julie does not see any checks that have been sent to Sabrina and Makayla; Dayna will be sending their schools and enrollment to Julie this afternoon. Application process and policy regarding what they need to do in order to receive the scholarship is discussed. Dayna shares that there should be two gentlemen on the scholarship committee, and she doesn't know who they are. Danya is going to

reach out to them to see if they can change the wording and oversight on the scholarship guidelines. Angie Littrell shared how her school cuts the checks and stated that they just cut it directly to the students in one semester and then the following semester. Dayna shares her ideas of just writing the check directly to the student. Mark shares how ODCTE does scholarship and how they don't have a lot of red tape around it. We just write the check out directly to the student and to the school directly. Everyone shares an overview of liking the idea of writing the check directly to the student and not the school. Dayna is going to reach out to the scholarship committee on making that new suggestion with how the scholarship proceeds. Danya motions to amend the budget for one year on scholarship from 1,000 dollars to 2,000 dollars for this calendar year, Darin seconds it. All were in favor, no nays, motion carries. Danya is going to look at their enrollment for Sabrinia and Maykala to get checks cut to them. Dayna has two scholarship potential recipients and will share those with the scholarship committee. Those two award recipients will be emailed by May 1st. We could also recognize them in front of people at the OK Summit.

Motion to adjourn the meeting by Darin Lackey, second by Julie, no further discussion, all in favor at 2:27 PM.