

Leadership Team
SkillsUSA
Lewiston Regional Vocational Center
November 17, 2007

Members present: Don Jalbert-LRTC, Roland Hannaford-WRVC, Jeanette Vanidestine-LRVC, David Dorr-SRVC, Deb Gilbert-CATC, Staci Leclair-KVCC (State Officer), Hal Casey-HCTC, and Nancy Cole-CATC. Absent: Kevin Quist, Darlene Bruns.

The meeting began at 8:30 a.m. at Lewiston Regional Technology Center's, The Green Ladle.

Don welcomed the Leadership Team.

Secretaries report:

Corrections made were in members present: Don Jalbert-LRTC, and Norm Jamison. The date for Bruce's benefit, change to November 4.

Deb recommended approval of the minutes with changes, second by Hal.

Treasurers report:

No report at this time.

Update on Charter Fees:

Most schools have paid their Charter Fees. Don will check into those that have not paid. A discussion of waiving the fees to get schools back in to the organization.

State Directors Report:

Technical Standards CD:

Don sent out the CD to all the schools that have paid their Charter Fee. 22 schools have paid their Charter Fee. Don will follow up on the schools that have not paid. Don will encourage Advisors to show the CD to their Directors because there is a lot new information, including academics and reference to National Standards in occupational programs.

Demonstration Contests:

These are not on the CD. Copies of the contest standards were in the last mailing. As of this time, the only new demonstration that will be held is the Special Needs Employment Portfolio.

Alumni Activity / Corporate Connections

Hal said that the Executive Committee needs to decide what they want to do with them. There are no formal duties for an alumni coordinator. The E.C. needs to set up some direction for them. There are thousands of past participants. Don asked, how do we find them? Deb suggested trying to find ones that have competed and won gold medals. Hal talked about successful members. Look for those that run businesses. Deb asked if it would be to our advantage to ask Advisors to submit past members that they know that have been successful. Doc mentioned that most of his have moved out of state. Don talked with Chip Morrison (Androskoggin County Chamber of Commerce – President) and asked him to come in and talk. He said we need to be ready to tell corporate partners what we want from them. He also mentioned to be careful what you ask for. Their time is a premium. Chip said he could provide judge's if that's what we want. If you want help you need to start now not wait until it's too late. We really need to know what we want from alumni and corporate partners before we go and ask. Hal suggested first of all we need to compile a list. Then see what they can do for us and we need to look at the long term. We need someone to be the contact person and possibly break it up into regions. Don suggested that it's not impossible to contact past members that are out of state. Don said if we think this is important then we need to have a coordinator. Hal will come up with a job description and it will be taken to the E.C. on December 3. We will ask advisors to submit names.

Don remarked that this is something the Committee has talked about for years. Chambers of Commerce may be new contacts at this time. They may be available to help with judges and materials. Deb will develop a letter to the contest chairpersons to let them know help may be available. Again – we need this information sooner rather than later. Contact Don or Deb if there is a contest that needs support.

Don asked, how do we do this corporate State wide? Deb suggested inviting corporate people or association people to the State Conference to see what goes on. Hal said we need to give them the whole global view. Don asked, do we target associations or corporate people? Deb thinks association people should be invited. Deb suggested a breakfast on Friday morning from 8 am to 8:30 am followed by a short presentation. Then the State Officers escort the guests to the contests areas to show them what is going on at all the sites. Deb will take this on. She will call UTC and EMCC for use of a dining area. Suggestions as for others to be invited were: a politician, Director, a representative from the Department of Education and the Executive Director of MACTE. The invitations will include an invite to Opening and Closing Ceremonies. These names can appear in the program and receive a certificate of appreciation.

It was suggested a new column will be added to the sign-up list, school contact and technical chair should not generally be the same person.

Old Business:

Conference Planning Update:

HOSA Involvement (Gail Mazzaro)

Don called Gail after the meeting in Farmington and reported that the Executive Committee had made a motion to go separate from HOSA for the conference and that the motion failed. He explained some of the issues. She said she understood. He invited her to the meeting on November 17. They have been playing phone tag since. Hal had talked to Leiliana and she reported they had a Leadership Conference and had no answers. They have had no direction and are not sure what is going to happen. Because the E.C. has been unable to get a commitment, the Leadership Team recommends that we continue without them. Recommendation to the Executive Committee will be to let PATHS in without a charter fee for this year.

Contest Sign-Ups:

Additions to the contest list were: Rick Thomas, Courtesy Corps, Cabinet Making and Carpentry is Troy Hathaway. At the December 3 meeting there will be a new copy of the sign-up list and it will be posted on the web right after December 3. Any contests without school contacts after the 12/03 meeting will NOT be held in 2008.

Don will mail the information on the Pin and T-shirt contests. Gretchen is the chairperson. The team will recommend to the Executive Committee that the contest be judged by a panel of judges and one pin and one t-shirt design be submitted by a school and the contestants will be present. Contestants would be interviewed as that appears what will happen (for pin contest) at Nationals. Don will check with National's to see if the date will affect the student competing.

On-Line Registration

Everyone will register on line, deadline February 1, 2008. No adding students to contests after February 1. Changing of names will be no later than February 27, through Don. Deb will do registration at the conference. Deb has people from Husson College doing the contests results.

PDP Test – On-Line?

Recommendation to the Executive Committee that the PDP test will be taken on a computer at the Civic Center and count as 5% of their complete score. Jeanette will work with Hal to get this ready.

Leadership Conference Update:

The Leadership Conference will be held December 3 at CATC. There will be five sessions. The registration begins at 8 am. The conference begins at 9 am. T-shirts will be available. Appropriate school dress for all.

Role of the State Officers

Stacy reported that the State Officers would like to sit in on the Executive Committee meetings so that they would know what's going on. But if they have things to take care of they will leave after reporting. Hal reported that some meetings such as the January meeting they will be busy. The Leadership Team is o.k. with the Officers and their Advisors making the decision whether they stay at the meeting or not.

Strategic Plan

It has been five years and now we need to revisit. Don commented that with the restructure of the Board, we seem to be getting things done. Table any more discussion until we have more information. We will focus on this issue in Westbrook on 01/19/08.

Vacancies

We have not had anyone stepping up at this time:

Alumni Coordinator (Job Description pending E.C. approval)

Reporter

Others

There will be an opening for State Officer Advisor,

College Director position will be coming up,

Secretary position will be opening up.

Applications will be available at the SkillsUSA Maine website.

New Business:

None at this time.

Other;

None at this time.

Adjourn:

The meeting adjourned at 12:35 pm.

Respectively submitted:

Jeanette Vanidestine