



NASBE Business Meeting Agenda

April 6, 2007, 3:45 – 5:00 p.m.
Marriott Marquis, New York, New York, Columbia (7th Floor)

Meeting called by: Kara B. Burkett, President
Type of meeting: Semi-Annual Business Meeting

Attendees: NASBE Members, Honorary Members, and Guest

Agenda Topics

Call to Order	Kara B. Burkett
Roll Call	Mable Burchfield
Approval of Minutes	Mable Burchfield
Treasurer Report	Colleen Hunt
NBEA Update	Peter Meggison, President Janet Treichel
ACTE/BE Division Update	Mary Nemesh, BE Division President
DPE Update	Robert Mitchell
BPA Update	Marty Richards, President &CEO
FBLA-PBL Update	Jean Buckley, President & CEO
Officer Reports Highlights	
NASBE Committee Reports Highlights	
NASBE Awards	Anna Nemesh, Chair, Deborah Seehorn, Beth Downey
NASBE Nominating	Jean Kyle, Chair, Deborah Seehorn, Mike Tokheim

BE Division Committee Reports Highlights

ACTE/BE Division By-Laws	Diane Carver
Career & Technical Student Organization	Kay Orrell
BE Division Diversity Action	Mable Burchfield
BE Division Communications	Barb Bielenberg
Legislation	Denise Roseland
Membership	Colleen Hunt
Operating Policies	Sara Vielma
Policies and Planning	Jean Kyle/Kara B. Burkett
Professional Development	Deborah Seehorn
Public Information	Janet Gandy
Resolutions	Jeff Chandler
New Ideals	Paggie McSpadden
Unfinished Business	Kara B. Burkett
NASBE By-Laws Change	Maurice Henderson
New Business	Kara B. Burkett
Listserve Updates	Maurice Henderson
BE Division Award	Anna Nemish
Installation of NASBE Officers	Jean Kyle
Other	
Announcements	Kara B. Burkett
Adjournment	Lee Marcoux

NASBE Business Meeting Minutes

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Call to Order Kara B. Burkett

President Kara B. Burkett called the meeting to order at 3:45 p.m.

Guests were welcomed and officers were introduced.

- Jean Kyle, Past President
- Lee Marcoux, President-Elect
- Denise Roseland, Vice President
- Mable Burchfield, Secretary
- Colleen Hunt, Treasurer*
- Barb Bielenberg, Editor
- Barb Beadle, Web Master
- Maurice Henderson, Parliamentarian

*Absent - Due to family illness

A sign-in sheet was provided.

Roll Call Mable Burchfield

Attendees:

Barb Bielenberg Robert Brooks Jean Buckley Mable Burchfield Kara Burkett Diane Carver Edith Duncombe Maurice Henderson David King	Sharon Kosek Jean Kyle Lee Marcoux Peter Meggison Barb Beadle Anna Nemes Mary Nemes Kay Orrell Sandra Porter	Abigail Reynolds Marty Richards Denise Roseland Karen Schmohe Deborah Seehorn Bonnie Sibert Diane Villagomez Gerald White
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Approval of Minutes Mable Burchfield

Printed copies of the minutes were read and distributed. Mary Nemes made a motion to approve the minutes as presented. The motion was seconded by Bonnie Siebert. Motion Passed.

Treasurer Report	Colleen Hunt
<p>Barb Beilenberg presented the Treasurer Report for Colleen Hunt. Checking Account Balance as of November 20, 2006 = \$4,395.77 Income = \$8,060.74 Total Disbursements = \$8,677.78 Checking Account Balance as of April 1, 2007 = \$3,778.73 Note: Receipts and Disbursements include \$7,300.57 invested in a CD maturing on 2/01/2008: Interest will be reflected when mature. CD was moved to Wells Fargo. Note: Dues are \$15.00.</p>	
Action items: Filed for Audit	
NBEA Update	Peter Meggison, President; Janet Treichel, Exec. Director
<ul style="list-style-type: none"> • President Burkett thanked NBEA leaders, Peter Meggison, President, and Jan Treichel, Executive Director, for the meeting space that was provided for the NASBE meetings. • NBEA – Dr. Jan Treichel expressed her thanks for continued partnership with South-Western. • Attendance was up this year. The 3rd Edition for <i>National Standards</i> is available. It is a publication that we continue to revise. A summit will be hosted in October in different states for NBEA – a continued effort. Dr. Treichel complimented the leadership that we provide in our states...a strong core of state and local supervisors. She invited the members to San Antonio, encouraged increased memberships, congratulated Barb Beadle (Indiana) on being awarded the <i>National Business Education Association Distinguished Service Award</i> today, and expressed gratitude for the support of the standards revision. • Bonnie asked if there would be a time-line on the Interdisciplinary Resource document and received an affirmative answer. • Tina Crew is lead author in developing or revising new teachers’ ideas/lesson plans. • <i>2003 Methods Yearbook</i> is being revised and will be released next year. • Jan invited the members present to the Presidential Reception. 	
ACTE/BE Division Update	Mary Nemesh BE Division President
<p>The report was given by Mary Nemesh.</p> <ul style="list-style-type: none"> • Mary reported that there were approximately 450 participants at the National Policy Seminar in Washington and that \$10,000 was raised for the ACTE Advocacy Fund. There will be three podcasts in February regarding Careers, Policies on Demand, and Examples of 2008 Budget. • A series of free webcasts were launched, including one on Perkins IV, Highlights of the Atlanta activities presented from the Discussion Groups, and Nationwide Best Practices. • March 12 – Department of Education will release the State Guides Which are due by May 7. • ACTE members visited with their legislators as part of the Policy Seminar. • Funding for FY07 will remain the same. • Mary also gave all of the Perkins IV recommendations. She indicated that the recommendations can be accessed through the ACTE website. • Future ACTE Conference locations are: December 13-17, 2007, Las Vegas, NV; 2008, Charlotte, NC; 2009, Nashville, TN. • Mary introduced Jean Kyle as the incoming BE Division President effective July 1. • She also thanks the NASBE members for their support during her tenure as President of the BE Division. 	
DPE Update	Robert Mitchell, Delta Pi Epsilon
<p>Robert Mitchell brought greetings from Delta Pi Epsilon. He encouraged membership in Delta Pi Epsilon and extended an invitation to attend the National Conference that will be held in New Orleans this winter. Jan is trying to organize the summit two days before the conference regarding the revision of the keyboarding publication.</p>	

BPA Update

Marty Richards, Pres. & CEO

The BPA report was presented by Marty Richards, President and CEO.

- Two new staff members were announced: David King, Director of Development who was present and Barbara Readon, Project Manager.
- Membership grew under the process of redevelopment.
- Discussed a non-profit management segment for workplace skills fundraising assessment.
- He complimented the Fundraising School (in Indiana) and NASBE for the informative Rap Session, and he thanked NASBE for this meeting.
- New chapters are on board for this year.

FBLA-PBL Update

Jean Buckley, Pres. & CEO

The FBLA-PBL report was presented by Jean Buckley, President and CEO.

- The 65th Anniversary was in January. Membership is up in both FBLA, PBL, and Middle Level.
- Added 695 new chapters and reached a 15% increase over last year.
- Held the 5th State Leadership Summit this January. There were over 80 state leaders in attendance.
- The 2007 NLC will be June 23-26 for PBL and June 28-July 1 for FBLA in Chicago, IL.
 - Added nine new events for FBLA and eight for PBL
 - New for FBLA, states can advance three (3) entrees in objective tests and two (2) in all other events.
 - New certifications: ASK (Assessment of Skills & Knowledge of Business), CLEP (College Level Examination Program), and IC³ (Internet and Computing Core Certification).
 - Also offer graduate credit for advisers from the University of Arizona.
- Partner list continues to grow. Over \$30,000 in new competitive event sponsors.
- On target to surpass last year's \$100,000 in competitive event sponsors, which is in addition to other corporate contributors.

Officer Reports

Major activities of officers listed below were discussed. (*Officer reports were disseminated in hard copy to the attendees.*)

- Discussion: Representatives attended the BE Division Policy meeting at the ACTE Convention.
- Guidelines were developed and approved by the NASBE Executive Committee for NASBE expenditures along with a travel form that will be submitted to the NASBE Treasurer.
- Invitations were issued to President and Executive Directors of NBEA, the BE Division President, the DPE Executive Director, and the FBLA and BPA CEOs' requesting each bring a brief update at the NASBE Business Meeting..
- Revisions made by Jean Kyle, NASBE Past President of the NASBE Executive Committee duties in the NASBE Handbook were discussed and a copy will be submitted to the Webmaster to be posted on the NASBE website.
- Lee Marcoux, President Elect discussed the revisions of the NASBE Strategic Plan. The Strategic Plan will be presented for approval by the membership as a working document at the April 6th Business meeting and will be placed on the NASBE website.
- Maurice Henderson, Parliamentarian disseminated the NASBE By-Laws revisions that were approved by the Executive Committee at the December meeting in the NASBE Newsletter through the NASBE Listserve in accordance with the current By-Laws.
- Mable Burchfield, Secretary prepared the ACTE/NASBE December meetings minutes for dissemination and approval. The minutes will be published on the NASBE Website.
- Denise Roseland, Vice President discussed the sponsorship of the NBEA/NASBE meetings. Made the decision not to provide a continental breakfast for the NASBE Executive Committee meeting after discussing the cost of a breakfast with the President. Worked with Mike Cloran, Thomson Learning, regarding sponsoring the NASBE Rap Session.
- Collen Hunt and the President made numerous calls and sent e-mails to the past treasurer on the status of the audit report and the submission of all financial records to the President for review. The records are to be sent to the current Treasurer after a thorough review.
- The President read and discussed Dr. Bill Pasewark's outline on the *Future of Business Education* and requested that he present his concerns to the NASBE membership in the NASBE Rap Session.
- The President participated in webcasts regarding Perkins IV and other professional development activities regarding issues that are affecting or will affect the NASBE members and the Business Education programs nationwide such as:
 - Clusters, Assessment, Articulation

- Collaboration
- Industry/Vendor Certification
- Teacher Certification

NASBE Committee Reports

Discussion: Reports were disseminated in hard copy to the attendees.

BE Division Committee Reports

Discussion: Reports were disseminated in hard copy to the attendees.

Unfinished Business

Kara B. Burkett

NASBE By-Laws: Maurice Henderson

Discussion: By-Laws Changes – Maurice Henderson reported on By-Laws changes.

Proposed NASBE By-Laws Amendments 2007:

Amendment #1: Officers

Amend Article IV. Officers. Section 1. BY STRIKING OUT “a treasurer, and editor,” AND INSERTING “and a treasurer,”

Amendment #2A: Editor Appointment by the President

Amend Article IV. Officers. Section 3. BY STRIKING OUT “The editor shall be appointed by the president following the ACTE Convention.”

Amendment #2B: Editor Appointment by the President

Amend Article IV. Officers. Section 6. BY INSERTING NEW SECTION 6 “The newsletter editor shall be appointed by the president following the NBEA Convention. The newsletter editor shall attend the Executive Committee and Association business meetings.” AND RENUMBERING REMAINING SECTIONS.

Amendment #3: Responsibilities of Parliamentarian

Amend Article IV. Officers. Section 5. BY INSERTING “The parliamentarian shall attend the Executive Committee and Association business meetings as an ex-officio, non-voting member unless the parliamentarian is a member of the Association.”

Amendment #4: NASBE Webmaster

Amend Article IV. Officers. Section 7. BY INSERTING NEW SECTION 7 “The Webmaster shall be appointed by the president. The Webmaster shall attend the Executive Committee and Association business meetings.” AND RENUMBERING REMAINING SECTIONS.

Amendment #5: Name of NASBE/ACTE Division

Amend Article IV. Officers. Section 7. BY STRIKING OUT “ACTE/BE/Association” AND INSERTING “ACTE/BE Division”

Amendment #6: Vacancy in Office

Amend Article IV. Officers. Section 8. BY STRIKING OUT “office except the president” AND INSERTING “office, except in the office of president,”

Amendment #7: Title of Newsletter Editor

Amend Article V. Duties of Officers. Section 6. BY INSERTING “newsletter”

Amendment #8: Title of Immediate Past President

Amend Article V. Duties of Officers. Section 7. BY INSERTING “immediate”

Amendment #9: Duties of Webmaster

Amend Article V. Duties of Officers. Section 9. BY INSERTING NEW SECTION 9 “The Webmaster shall be responsible for collecting and publishing Association information on the Association’s Website according to the program of work. Officers and committee shall be responsible for providing current information to the Webmaster

on a regular basis according to the program of work. The Webmaster shall perform the duties prescribed by these bylaws, by the parliamentary authority adopted by the Association, and by a majority vote at a business meeting of the Association or a majority vote of the Executive Committee. The Webmaster shall perform other publication duties as may be assigned by the president.” AND RENUMBERING REMAINING SECTIONS

Amendment #10: Responsibilities of Executive Committee

Amend Article V. Duties of Officers. Section 9. BY STRIKING OUT ARTICLE V, SECTION 9 AND INSERTING IT AS NEW ARTICLE VII, SECTION 4 AND RENUMBERING THE REMAINING SECTIONS.

Amendment #11: Executive Committee

Amend Article VII. Executive Committee. Section 1. BY SUBSTITUTING “The Executive Committee shall be composed of the president, president-elect, vice president, secretary, treasurer, immediate past president, newsletter editor, Webmaster, and chairmen of all committees. The parliamentarian shall serve as an ex-officio, nonvoting member of the Executive Committee.”

Amendment #12: Amendments

Amend Article IX. Amendments. Section 1. BY INSERTING “amended or”

Amendment #13: ACTE BE Division

Amend Article XI. Association for Career and Technical Education Business Education Division BY STRIKING OUT ARTICLE XI.

There were no responses regarding changes. Adoption of changes requires a 2/3 vote.

By-laws Chairman, Maurice Henderson, moved for the adoption of all proposed By-laws amendments. The motion was adopted, the proposed By-laws amendments were put into effect. The By-laws changes will be placed on the NASBE Website.

Bonnie thanked Maurice for his hard work.

Motion Made: The motion was made by Deborah Seehorn and seconded by Barb Bielenberg. Motion passed.

Approved or Disapproved Date: Motion approved 04/06/07

New Business

Kara B. Burkett

- Discussion: Summary points below:
- Jean stated that any recommendations regarding the BE Division should be e-mailed to her by June 30.
- The NASBE membership form is on the NASBE Website. Please pay dues and provide your e-mail address.
- Listserve – Maurice recommended that NASBE members go to the NASBE Website for instructions on subscribing to the Listserve.
- Barb Bielenberg requested that newsletter items should be sent to her (see green sheet for more information).
- Bonnie felt that we should address some of the issues discussed in the Rap Session by Dr. Pasewark in terms of the Future of Business Education.
- Maurice Henderson will assume the chair of the Foundation for the Future of Business Education on July 1. The Committee works on promotional materials for Business Education.
- NASBE members are to watch for the information forth coming regarding the Teacher Education Summit.
- It was recommended that NASBE have sessions on the transformation of Business Education in an effort to continue to have teacher educators programs.
- Through the NASBE Newsletters, etc. make people aware of the concerns regarding the Future of Business Education.
- Bonnie suggested that one person share a couple of paragraphs each month because it has not been done on a regular basis. Information from Rap Session should be included.

NASBE Officer Installation	Jean Kyle, Chair, Deborah Seehorn, Mike Tokheim
<p>President: Lee Marcoux, Connecticut President-Elect: Denise Roseland, Wisconsin Vice President: Kay Orrell, California Secretary: Mable Burchfield, Tennessee Treasurer: Colleen Hunt, Iowa Past President: Kara B. Burkett, Tennessee Reporter, Web Master, and Parliamentarian: (to be appointed by incoming President)</p>	
NASBE Awards	Anna Nemesh, Chair, Deborah Seehorn, Beth Downey
<p>Discussion:</p> <ul style="list-style-type: none"> • Anna Nemesh presented the <i>Outstanding Leadership Award</i> to Mable Burchfield for dedicated service to NASBE and to Business Education. • President Burkett requested that if a NASBE member is nominated by one of their peers that they please submit the completed form to the awards chair. She explained that there are many NASBE members who have made significant contributions to the field that are deserving of the award, but that it is necessary for the nominee to follow through. • The committee is working on the rubrics for the Awards Selection Committee. • President Burkett thanked the committee for their hard work. • Jean Kyle presented the President's Plaque to Kara Burkett. 	
Announcements	Kara B. Burkett
<p>Closing Appreciation:</p> <ul style="list-style-type: none"> • The President will write a thank you note to NBEA following the conference thanking the association for providing meeting room space for the NASBE meetings. • She requested that all members present write the NASBE sponsors a thank you note for their continued support for the NASBE Rap Session, the NASBE Social, and for their continued support of Business Education. • Special thanks to the Newsletter Editor and all of the Executive Committee members for the outstanding work done on this past year. 	
Adjournment	Lee Marcoux
<p>Discussion:</p> <ul style="list-style-type: none"> • President Burkett turned the program over to the President-Elect, Lee Marcoux (Connecticut) who thanked the membership. • Maurice moved to adjourn. Adjournment time: 5:00 p.m. 	
<p>Sponsors:</p> <p>Rap Session – Michael Cloran, <i>Thomson Learning</i>, Michael.cloran@thomson.com, 5191 Natorp Boulevard, Mason, OH, 45040, 1.800.543.0487 ext. 1541</p> <p>NASBE Social – Thomas J. Cunningham, <i>Glencoe/McGraw-Hill Publishing</i>, Thomas_cunningham@mcgraw-hill.com, 8787 Orion Place, Columbia, OH 43240-4027, 614.430.4465</p>	