

CATA EXECUTIVE COMMITTEE MEETING MINUTES

FFA Center – Galt, California
1:00pm - January 21, 2024

Goals and Objectives

- Finalized the Executive Directors Review
- Review Governing Board Agenda
- Determine Summer Conference Key Note Speaker
- Review Resolutions from Regions
- 2024 NAAE Region I Meeting Planning
- Solidify the CATA message for Spring Regional Meetings

A. **Call to Order** – Williams (Action) at 1:06pm

B. **Roll Call/Introductions** – Aschwanden (Action)

Tommy Henderson, Jacob Vasquez, Kevin Woodard, Jordana Faria, Stephanie Goeb, Heather Thomas, John Williams, Judy Aschwanden, Matt Patton - All present

Business Session

A. **Executive Director Review** – Williams (Report)

Reviewed in August, waiting on contact with Foundation side. Have been trying to connect with all parties. Review report presented to Matt. Report will be shared by emailing it Matt.

B. **Review Governing Board Agenda** (n)

Code of Ethics - have region presidents meet during lunch to review feedback.

Discussed ways to make the meeting efficient. Encouraged members to visit live links to review and be prepared.

Recommendations to have groups meeting together - region presidents, operations, secondary division, post secondary, etc. Discussion about opening committees vs. not.

Curricular Code - Jack Havens reviewed Curricular Code to look for contradictory information.

Make sure to record the Hall of Fame Nominations from each region and WHO is completing the application.

Community College Reports - what do the community colleges want? Patton talked to them individually. They want an opportunity to share. Regional officers need to invite them and allow them to share if they want. No obligations but opportunities.

CalPoly asking us to put Food Science back on probation for 2025, so they can build the participation.

C. **Review CATA Conference Officer Duties** – Patton (Review)

Discussion about how to better serve and guide sectional, regional, and state officers. Review expectations at regional meetings. Develop training programs for regional CATA officers.

Request current Regional Presidents, and outgoing secondary, post, operations division chairs to stay for Thursday, post conference governing board to help train incoming officers and chairs.

Recommendation of have outgoing president (Kevin Woodard) to record a video to share a uniform message to members about leadership opportunities. To be shared as regional meetings, Golden Slate, social media. This will be a trial.

D. Solidify CATA Summer Conference Key Note Speaker (Action)

[Dr. Adolph Brown](#) – available on June 24 @ \$15,000

Moved to approve have Dr. Adolph Brown by Gene Leib, seconded by Heather Thomas. Motion passed.

E. Ideas for a CATA Conference Thursday Speaker (Discussion)

Jordana Faria moved to not have a paid keynote speaker on Thursday, Heather Thomas seconded. Motion passed.

Friendly amendment at the discretion of Cal Poly being able to accommodate more PD sessions on Wednesday.

Culture Development - Hailey Traini potentially coming back.

F. Recruitment of CATA Officer Candidates (Discussion)

Discussion about an application for all Executive Committee Positions

Reach out to people that are qualified. Eventually to put together a list of people who are qualified. Looking for representation from all regions.

G. Authorization for CATA Tax Prep – Patton (Action)

Kevin Woodard moved to give Matt Patton authorization to research a tax authorization. Motion passed.

H. Message for Spring Region Meeting (Discussion) - EXECUTIVE COMMITTEE

1. Review of CATA Structure Info Graphic
2. CATA Curricular Code General Rules Intro - You responsibility to REVIEW links and information.
3. Call for Retiring Teachers - notify Regional Supervisor, officer teams responsibility to know and share with CATA Executive Committee - HOW DO THEY COMMIT? Google Form, email?

*Heather Thomas will put together a google form for retirees to fill out.
Deadline by June 1 in order to make plaques.*

- *Number of years teaching?*
- *What advice would you give new teachers?*
- *What is your teaching philosophy?*
- *What are some of you most impactful/memorable moments in ag education or what did you love about being an ag teacher?*

4. CATA Awards Banquet Information
5. New process for running for Operations and Secondary Division - Application the same as CATA State Officer due by the Preconference Governing Board
6. Updated CATA Code of Ethics

H. Addition to agenda - Banquet Discussion - Williams appointed Lieb to host a meeting with representatives from each region about the future of banquet planning. Have some conversations moving forward.

I. Operating Policy Earned Vacation Accrual

Earned vacation time accrues to a maximum of 425 hours. No additional vacation will be earned until accrued vacation time is used. The maximum vacation payout at the time of separation is 160 hours.

California state law indicates that an employer is liable for all vacation hours. Maximum accrued hours needs to match payout hours.

Heather Thomas moved to accept the changes to the Operating Policy Earned Vacation Accrual to state that earned vacation time accrues to a maximum of two times of the individual's vacation allotment. No additional vacation will be earned until accrued vacation time is used. Upon separation, employees are eligible to receive accrued, unused vacation, not to exceed two times their annual allotment. The payout is calculated based on the employee's current salary. Motion passed.

J. Relief Fund Requests

Moved to send \$500 from Kevin Woodard to Shannon Welch. Motion passed.

Moved to send \$500 from Jordana Faria to Randy Mendes. Motion passed.

J. SWOT

1. Next Steps

K. Ticket out the Door

1. Theme for 2023 CATA Conference (one from each Officer) [Themes of the past](#)

Respectfully submitted, _____



Judy Aschwanden
CATA State Secretary

CATA WINTER GOVERNING BOARD MEETING MINUTES

FFA Center – Galt, California
9:00am - January 22, 2024

Goals and Objectives

- Determine CATA Conference Schedule/Theme
- Outline Remaining Officer Duties
- Plan Spring Regional Meetings
- Solidify Teacher Appreciation Gifts
- Determine Conference Schedule
- Conduct and Complete Required CATA Business

A. **Call to Order** – Williams (*Action*) at 9:06am

B. **Roll Call/Introductions** – Aschwanden (*Action*) - Collected Sign In Sheet

C. **Consent Agenda Items** (*Action*)

1. Approval of Minutes
 - a. [Summer Conference](#)
 - b. [Post-Conference Governing Board](#)
 - c. [Executive Committee Meeting](#)
2. Budget Update/Scholarship Fund Status
[Scholarship Fund](#)
[2023-2024 CATA Budget as of 12-31-23](#)
[Current CATA Balance Sheet](#)
3. [Membership Status/Goals](#)

Gene Lieb moves to approve the consent agenda. Seconded. Motion passed.

D. **[Review Officer Duties](#)** – (*Review*)

5 Minutes to review duties before moving in break out groups. Link is above.

E. **Break into Leadership Groups** – Williams (*Review*)

10 minutes to meet in groups to review and answer questions.

F. **Summer Conference Patton** (*Action*)

1. [2023 Conference Review](#)
 - More professional development and room sizes.
 - Sign ups preconference for workshops.
2. [2024 Proposed CATA Conference Schedule with Expanded PD](#) - Adopted Schedule pending CalPoly approval.

[2024 CATA Proposed Conference Schedule with two Wednesday Sessions](#)

Jordana Faria moved to add professional development sessions on Wednesday, and remove the speaker on Thursday. Seconded. Motion passed.

3. [Secretary Ross-Tech-savvy ag workers presentation](#)

4. [Secretary Ross – Tech-Savvy ag workers flyer](#)

Gene Lieb moved to approve that Monday schedule changed. Seconded. Motion passed.

5. Is there a need for pre-signups for professional sessions? Yes.

6. Approval of Online App Guide Book expenditure of \$3,650 a year for two years.

Jordana Faria moved to approve the expenditure of the Guidebook. Seconded. Motion passed.

7. New Teacher & Retiring Teacher Booklet
Gene Lieb moved to approve the expense to create a program to recognize the New and Retiring Teachers. Seconded. Motion passed.
8. Workshop Ideas - Reviewed list and made suggestions

G. **Awards Banquet Update** - Mickelson (*Update*)

1. Theme 24k Gold, Madonna, Moving Raffle & Silent Auction outside, capacity will be 1000.

H. **Select Teacher Appreciation Gifts** – Thomas (*Action*)

1. [Conference Giveaway Ideas](#)

I. **Select Conference Theme** – Lieb (*Action*) - *Forging the Future*

J. **Call to Conference Resolution Consolidation** - Williams (*Action*)

1. [CATA Call to Conference Resolution Amended by North Coast](#)

Gene Lieb moved that Governing Board recommends a do not pass on the resolution amendment by North Coast. Seconded. Motion passed.

K. **Curricular Code Clean-up Review** – Patton (*Review*)

1. [Current CATA Curricular Code General Rules](#)
2. [Proposed CATA Curricular Code General Rules \(7.0\)](#)

L. **Code of Conduct Operating Procedure Adoption** – Regional Presidents (*Action*)

1. [Ag Teachers Code of Conduct Update](#) - Lunch discussion with regional presidents and Jordana Faria Report: Requesting an infraction and consequence list? Central: 7.1, 7.2 cleaning up language. Matt Patton on record if the committee isn't in agreement then we shouldn't be moving forward with this.

Travis Cardoso moved to approve the Ag Teachers Code of Conduct Update. Seconded. Travis Cardoso moved to amend by striking coach and inserting Agriculture Teacher on Record. Seconded. Amendment passed. Main motion passed.

M. **Division Leadership Process** – Williams (*Action*)

Idea: *Application that is the same as the CATA State Officer Application due at preconference governing board.*

Vernon Clark moved that the operating division and secondary division chairs complete the same application as the State CATA office due by the preconference governing board. Seconded. Motion passed.

Idea: *Leadership and New Officer Training after Thursday closing. Past and New Officers. All in agreeance.*

Idea/Best Practice: *Central Region landing page with links to pertinent information. Nominations and awards.*

Recommendation: Regional Officer Team - have a pre meeting. Don't rely on the Regional Supervisor. Invite your sectional officers. Reach out to host site with plans and needs. Develop and send out agendas.

N. **NAAE Region I Meeting** – Patton (*Informational*)

- San Diego May 28-31, 2024
- Speaker = Mark Reardon
- <https://cata.memberclicks.net/naae-region-1>

O. **Agricultural Education Strategic Plan** – Patton (*Review*)

1. [Ag Education Strategic Direction Pillars](#) - 4 Pillars (Sustainability, Alliances, Communication, Advancement)
2. [The State of CA Ag Education Vision and Action](#)

P. Hall of Fame Nominations from each Region – Regional Presidents (Action)

Region	Nominees	People Completing Applications
Central	Joe Digrazia Carl Wright	Turlock FFA Galt FFA
North Coast	Steve Olsen John Shubert	Annette O’Kelley - App Done Don Borges - App Done
San Joaquin	Jim Bompresi Ralph Mendes	Julie Luxon Natalie Schuessler
Southern	Rob Gaby Jodi Baker	Crystal Thomas and Mary Martineau Ralph Maskeda
South Coast	Bob Young Dr. Robert Flores	? Alex Flores
Superior	Laurie Goss	Heidi Mickelson

Q. Officer Duties for Spring and Summer (Informational)

Regional Officer Responsibilities for Regional Meetings

1. Planning Meeting – Include sectional presidents, other regional officers, host school representatives in the planning process.
2. Coordinate with host school/site of the regional meeting.
3. Develop and distribute the spring regional meeting agenda to the membership.
4. Communicate and coordinate with individuals presenting at regional meetings.
5. Take care of all business passed along from Governing Board.
6. Appoint members to serve on award selection committees.

R. CATA Requests for Spring Regional Meetings (Informational)

1. Distribute and talk about Retiring Teacher Template & Google Form by June 1st
2. Preview Leadership Opportunities at Regional Meetings - Application by pregoverning board
3. Survey Regions for Professional Sessions for CATA Conference
4. Distribute Curricular Code General Rules Proposed Changes
5. Resolution - need a $\frac{2}{3}$ vote to pass or not pass.
6. Agricultural Education Strategic Plan - 4 Pillars, send recommendations to John or Matt.

S. College Reports at Regional Meetings - Patton (Discussion)

- **Chico** - Fall – Invite to all Regions & Spring – Invite to all Regions
- **Cal Poly** - Fall – In person at SJ, Central, and South Coast & Spring – Written Report/Landing Page
- **Davis** - Fall – In person invite to all Regions & Spring – Written Report/Landing Page
- **Fresno** - Fall – In person invite to SJ, Written report/Landing Page to Central & Spring - In person invite to SJ, Written report/Landing Page to Central
- **Community Colleges** – Reach out to local Community Colleges

T. Regional/Post-Secondary Agenda Reviews and Construction (Action) - Work time on agendas

U. Approval of Non-profit Lawyer Fees for Regional Accounting - Patton - (Action)

Travis Cardoso moved to approve Matt Patton meet with a lawyer for an initial consultation to get information for regional accounting. Seconded. Motion passed.

V. CATA Social Media Review – Patton (Review)

1. [CATA Social Media Report July-Sept 2023](#)

W. **Food Science CDE – Williams** (*Discussion*)

1. [Cal Poly Food Science Letter](#)

Curricular Code, State Championship Contests, Part III, Subsection K

When the official announcement of judging contests to be held is issued, all contests listed will be held regardless of the number of teams actually entered on the day of judging. However, if less than five (5) teams participated in a contest in one year, that contest will be placed on probation for one year, at which time five (5) teams must have participated in the State Finals contest. The contest will be discontinued until such time as sufficient interest is indicated to guarantee at least five (5) participating teams.

Travis Cardoso moved to approve their probationary status for 2025. Seconded.

X. **Other Business**

1. Awards - Operations opened that at conference. Gather information and get it to Amanda.
 - a. Middle School, another size department
2. Summer Conference Landing Page - Agendas pushed out earlier.

Y. **Adjourn - Meeting adjourned at 1:14pm**

Respectfully submitted, _____



Judy Aschwanden
CATA State Secretary