

# BOARD OF DIRECTORS - MINUTES

California Association of DECA, Inc.  
Board of Directors Meeting  
Virtual  
December 4, 2020 – 2:00 p.m. to 4:00 p.m.

## A. Introduction

### 1. Board Chair, Call to Order 2:02 p.m.

### 2. Welcome and Roll Call

*Board Members in Attendance:*

Molly Anderson

Juston Glass

Jodi Morgan

Douglas Den Hartog

Kerry Moquett

Dennis Mifflin

Michael Aechatel

Bradley Fulk

Maureen Rankin

*Guests in Attendance:*

Ed Trang

Danielle Tolentino Tuason

*Staff Members in Attendance:*

Ryan Underwood, California DECA

Brycen Woodley, California DECA

### 3. Approval of the Minutes from May 15, 2020 and October 27, 2020

The Board reviewed the minutes from the May 2020 and October 2020 Board Meetings. Douglas moved to approve both sets of minutes. Justin seconded the motion. The motion passed unanimously.

## B. Reports

### 1. State Advisor Report (Molly Anderson, CDE)

Molly opened by acknowledging educators working during this stressful COVID-19 pandemic time. This year, CDE will review and approve all affiliations. Approved affiliations shared strong program development. Molly responded by sending a congratulatory email acknowledging affiliation approval that could be shared with their administration. In prior years, applications were briefly reviewed then filed away. This is the first time CDE has reviewed applications and provided a stamp of approval. Affiliations identified with issues are being supported to bring them to compliance.

There has been some wording change relating to student eligibility. Student eligibility is now based on enrollment in and/or completion of a qualifying CTE Pathway. This has become an issue with our state officer applications. As a result, state officer applicant transcripts are being audited for eligibility. To expand further, the College and Career Indicator (CCI) is being developed at the State level. At the Federal level, CDE is able to measure enrollments within a two-course pathway towards being “prepared” within a career. What they’re looking at is having students achieve “highly prepared” career level by completing three courses within a four-course pathway including Career Technical Student Organization (CTSO) participation.

**Contract** - The State is still dedicated in supporting CTE funding. DECA has been offered \$225,000 in grant funding. On November 23, 2020, the proposal was up for final approval and should be out for signature any day now. \$150 Million CTE Initiative Grant dollars coming. Molly reiterated that the only way to ensure receiving these funds is by keeping our administrators aware of our needs. These dollars are a lot less restrictive than Perkins Funds, because they’re State controlled and can be used to support our programs.

**Q&A** - Why does a career pathway focus on grade seven through community college, but a community college course does not count towards DECA. Answer – CTE credentialed high school Instructor must teach dual-enrolled college course for DECA eligibility.

## 2. Management Team Report

### A. Preview of District Conference Plans

Danielle gave an enthusiastic presentation of what we have in store.

- Theme: Multiply Your Leadership - *Growing 100% Healthy*
- Virtual Networking
- Conference Components: Convene-Compete-Connect-Content
- Demonstrated Platform Navigation System
  - On Demand (Videos- Candidate Campaign Videos)
  - Live Elements
    - General Session - Speaker – Scott Williams
    - Zoom Meetings/Chat
    - The Ripple Effect Workshops
    - Judge Forums (General Feedback)
- Goose Chase

Concerns were raised relating to technology backup if Zoom is not accessible to our members. Danielle acknowledged that alternatives will be in place should this issue arise.

#### Virtual Events

Ed reviewed platform of Business Pitch Challenge as a lead into reviewing virtual written and role play competitive events. Students will record presentations using Zoom as it

creates a mp4 formatted video that is compressed and optimized for submission. Students will upload documents using Google Drive. Our online registration page has a tab that will produce a competitive event password and student log in links. Video submission will be handled by the students. Ed proposed having advisors upload student written entries to increase the facilitation of written events for judging. Discussion relating to the feasibility for advisors to process written events concluded with having students upload the written and have advisors approve student submissions in a separate portal to expedite judging.

**B. Status of Chapter Grant Funds**

Funds came through over the Summer. Checks are in “literally” the mail. Checks should arrive by the end of next week or the first part of the following week. Molly gave an update on this year’s grant funds. Once the contract is signed, invoicing will begin.

**3. State Officer Team Report**

- A. The State Officer Team submitted an electronic copy of their report. Please review State Officer Team Report at your leisure.

**C. Action Items**

**1. Financial**

Brycen provided an overview of how our financial calendaring works.

**a. Review and approval of 2019-20 year-end Financial Statements**

Maureen moved to accept 2019-20 year-end financial statements; Douglas seconded; motion approved.

**b. Review and approval of 2020-2021 year-to-date Financial Statements**

Maureen moved to accept 2020-2021 year-to-date financial statements; Kerry seconded; motion approved.

**c. 990 Group Filing Submitted**

California DECA submitted 990 to DECA, INC. known to IRS as Distributed Education Clubs of America. 990 accepted and filed by DECA, INC.

**d. Audit Committee Update**

Auditing has begun. So far everything is in motion and on track.

**e. Account Signers**

Brycen presented a request to add Brett Arnold, CPA and Jeannie Dorsey, TRI Director of Client Support as authorized signers on the California Association of DECA, Inc. bank

accounts. In addition, a request to remove all previous account signers. Maureen moved to add Brett Arnold, CPA and Jeannie Dorsey as authorized signers on the California Association of DECA, Inc. bank accounts and to remove all prior signers. Brad seconded. Motion passed unanimously.

## **2. State Career Development Conference**

### **a. Update on conference planning and preparations**

SCDC is listed as a Hybrid event. The Convention Center is still holding firm that they do not want to make a decision on a cancellation until 45 days out from the event. The Convention Center did offer to contract with CA DECA in 2025.

### **b. SCDC 2025**

Pushing off contracting with Santa Clara Convention Center as the challenges remain the same that we are not able to function under one roof. After discussion, it was suggested to use this as a bargaining chip and hold off making a commitment.

## **3. International Career Development Conference**

### **a. Update on conference planning and preparations**

Brycen informed us that there is no official change from DECA, INC. regarding ICDC. Dates are the same as set.

## **4. MISC**

### **a. State Officer Invoices**

Each state officer is charged \$500 for the state officer experience. A chapter advisor of one of our current state officers submitted a request to reduce or forego state officer charges, due to COVID. Brycen provided an overview of the State Officer activities, involvement, and impact on our events. Current costs associated with state officers include, but are not limited to registration fees, uniforms, accessories to do their job virtually, such as microphone, webcams, etc., just not as much as what would normally exist with travel and meals. After discussion, it was recommended to reduce the cost by a percentage of the current expense. Michael moved to reduce officer contribution by a percentage this year, Justin second. Motion passed.

### **b. Interviews for Candidates**

Board members needed for virtual candidate interviews. Justin, Brad, Jodi, Molly, and Michael volunteered in the CHAT. The entire process would take about 60-90 minutes in one day. Official sign-up will be emailed for District and State level.

**c. SWAG**

Justin brought up a discussion about “swag”. The challenge is getting the swag to the schools and advisor’s agreement to distribute the merchandise. The swag distributed by WRLC (virtual badges, t-shirts, medallions, and certificates) was mentioned. It was noted that students genuinely enjoy swag. Dennis suggested making a DECA mask. Brycen reiterated that our goal is to generate a high-quality event at minimal cost. Douglas suggested allowing an option for students to pay for their own swag including shipping. Brycen will look into options.

**5. Next Board Meeting**

- a. Suggested to change to Virtual - Thursday, May 13, 2021 – 2:30 p.m. to 5:30 p.m.
  - Agenda Items
    - Add Strategic Planning (Forward Thinking)
  - Add Calendar Invitation

**D. Adjourned 3:55 PM**

Douglas moved to adjourn. Brad seconded. Motion approved.