Business Professionals of America
Board of Trustees Annual Summer Meeting Minutes
July 23 – 24, 2021
Location: Hosted remotely via Zoom

July 23, 2021

CALL TO ORDER
Chair, Dr. Brenda Jacobsen, called the meeting of the Business Professionals of America (BPA) Board of Trustees (BOT) to order at 12:36 p.m. EDT on July 23, 2021.

ROLL CALL
Present:

Amy Riddle	Dianne Carroll	John Lucas Guimaraes
Angie Benson	Elijah Johnson	LouAnn Ross
Brenda Jacobsen	Evan Wolff	Mark Burch
Debbie Darnell	Garrett Bock	Paxton Cavin
Devon Winters	Jason Hendrickson	Trent Hughes

Absent (Excused absences will be acknowledged here):

Guests in Attendance:
Ric Cowles, Jonathan Smith, Patrick Schultz, Spencer Christensen

APPROVAL OF MINUTES

Jason Hendrickson moved to strike the May 9th "practice" meeting minutes.
Amy Riddle seconded.
No discussion. None opposed.
May 9th "practice" meeting minutes removed.

Mark Burch moved to approve minutes from the April 28th, May 9th, and July 19th as presented.
Angie Benson seconded.
No discussion. No objections.

Minutes from the April 28th, May 9th, and July 19th meetings approved.

WELCOME & IT'S NOT EASY BEING GREEN

Dr. Brenda Jacobsen provided team building and welcome activities including some audio messages from various partners of BPA.

NATIONAL OFFICERS

John Lucas Guimaraes and Elijah Johnson provided an update on behalf of the National Officer Teams including their programs of work.

NATIONAL CENTER UPDATE

Dr. LouAnn Ross provided a National Center Update and goals for the next year.

Jonathan Smith presented on 2020-2021 membership, gave a 2021 NLC Recap, and provided a 2022 NLC overview.

Patrick Schultz presented on the education and technology vision for 2021-2022 and the updates that will be made to those processes.

STAKEHOLDER GROUP UPDATES

Stakeholder Groups have been moved to July 24th to allow time for committee meetings.

Dr. Brenda Jacobsen announced the recess of the meeting until 11:00 AM EDT on July 24th effective at 3:47 PM EDT on July 23rd.

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July 24, 2021

CALL TO ORDER
Chair, Dr. Brenda Jacobsen, reconvened the meeting of the Business Professionals of America (BPA) Board of Trustees (BOT) to order at 11:07 AM. EDT on July 24, 2021.

ROLL CALL

Present:

Amy Riddle	Dianne Carroll	LouAnn Ross
Angie Benson	Elijah Johnson	Mark Burch
Brenda Jacobsen	Garrett Bock*	Paxton Cavin
Debbie Darnell	Jason Hendrickson	Trent Hughes
Devon Winters	John Lucas Guimaraes	

*Garret Bock was present for roll call, but left the meeting from time to time. This is noted within the body of the minutes.

Absent (Excused absences will be acknowledged here):
Evan Wolff – absent during roll call (arrived prior to 11:30 AM EDT)

Guests in Attendance:
Ric Cowles, Jonathan Smith, Patrick Schultz, Spencer Christensen, Amber McNew

STAKEHOLDER UPDATES

Patrick Schultz gave an update on behalf of CEAC, recapping their summer meeting and their plans for the next year. CEAC has reviewed all recommendations and pointed out that they would like to have a CEAC voice on the board. Patrick noted that there is a personal finance test course by Stukent available to any board members who would like to use it in their classroom.

Jason Hendrickson gave an update on behalf of SAAC, recapping their summer meeting. SAAC reviewed recommendations, met with the CEAC chair, and heard from National BPA staff and the national officers. There was a lengthy conversation in the SAAC meetings about membership strategies mid-pandemic.

Evan Wolff gave an update on behalf of NBAC, recapping their last meeting in September 2020. They will be meeting again in August or September 2021 with the focus being possible changes to the professional division of BPA.

COMMITTEE REPORTS – FINANCE – FY22 BUDGET

Evan Wolff gave a report on behalf of the Finance Committee, reviewing the proposed budget which is similar to last years. A notable difference is the mail out to advisors. National Staff will be investigating if membership pins are the best way of spending money for students or if another option is better. Budget does not include travel for staff, BOT, or NOT. Staff or NOT travel permitted at the expense, (100%), of the state association or sponsoring agency.

 A six month review will determine if there is January in-person meeting for staff, BOT and NOT. No staff or NOT travel unless a state association is paying for it. Membership is targeted to be 15% less than the 2019-2020 year as we work to build back from COVID-19 related decreases. Ric Cowles confirmed that FY21 would have a positive financial outcome mainly due to the large attendance of the virtual NLC.

Angie Benson moved to approve FY 22 budget with a six month review.
Amy Riddle seconded.
Jason Hendrickson clarified that a six month timeline would be sufficient to make a decision on hosting a virtual or in-person January meeting.
No further discussion. None opposed. Mark Burch abstained from vote.
Motion approved. (12-0-1)

COMMITTEE REPORTS – ADVOCACY

Elijah Johnson gave a report on behalf of the Advocacy Committee, stating that there is no report as the committee did not meet due to scheduling conflicts with other committees on July 23rd. The Advocacy Committee plans to meet the week following the July BOT meeting.

COMMITTEE REPORTS – PROGRAMS – RECOMMENDATIONS

Dianne Carroll gave a report on behalf of the Programs Committee, noting that in the first meeting Recommendation #1 was tabled for further research and discussion.

Recommendation 1: **Allow Associate Division Members to compete in any of the WSAP Events, instead of just a limited list of competitions.**
Committee moved to table for further discussion.
Evan Wolff seconded.

Amy Riddle noted that the Policies & Procedures Committee rejected this recommendation. Mark Burch mentioned that he spoke to Diana Weber with Texas BPA who would prefer for associate students to have access to all competitions even if the dues amount is increased. Texas is currently the only state offering associate as a membership option.

Mark Burch presented a point of clarification: Associate members are not their own division. They are a designation under our secondary division.

Amy Riddle calls for the question. Vote called. None opposed.
Motion approved. (13-0)

Recommendation 2: **The State Advanced Spreadsheet Applications test asks students to create a sparkline graph. This is a feature that is only available in new versions of Excel. This year, with all of our students competing virtually, students are using whatever version of Excel they have available to them. I ask every year, but my district cannot afford to update our version of Microsoft Office. I know that many other schools are in this situation. I am not sure how many points were dependent on these sparkline graphs, but it's extremely frustrating that this isn't a contest of abilities anymore - it became a contest of socioeconomic status. Only students whose districts can afford to update their version of Office will be able to move on. I am suggesting that you remove the sparkline graph component from the grading rubric so that students are graded fairly on their other abilities.**
Committee moves to reject.
Evan Wolff seconds.

Amy Riddle mentioned that SAAC rejected. It was noted that CEAC objected as well.

Vote called. None opposed.
Motion approved. (13-0)

Recommendation 12: **The State Contest for Fundamental Spreadsheet Applications included the students completing a PIVOT table.**
Point of Information: CEAC to handle.
No discussion. None opposed.
Motion approved. (13-0)

Recommendation 13: **The State Contest for Secondary-Personal Financial Management was extremely difficult; my top rated student scored extremely low.**
Point of Information: CEAC to handle through leveling process.
No discussion. None opposed.
Motion approved. (13-0)

Recommendation 17: **Separate Virtual Competitive Events by Division so that: 1) Middle Level Members would only compete against Middle Level Members; 2) Secondary Members would only compete against Secondary Members; and 3) Post-secondary Members would only compete against Post-secondary Members. This recommendation would only apply to all Virtual Competitive Events.**

Committee moves to approve as presented.

Noted that this was approved by SAAC and CEAC, and is supported by national staff.

No further discussion. None opposed.
Motion approved. (13-0)

Recommendation 19: BPA provide table and projector to competitive events.
Committee moves to reject.
No further discussion. None opposed.
Motion approved. (13-0)

Recommendation 23: Implement competitive opportunities for students to compete in Cyber Security related competitions including those based in Linux, Microsoft, and Cisco. Competitions could utilize packet tracing as a way for students to compete.
Point of Information: national staff should investigate.
No discussion. None opposed.
Motion approved. (13-0)

Recommendation 24: Add more in depth competitive opportunities for 3D Animation.
Point of Information: national staff should investigate.
No discussion. None opposed.
Motion approved. (13-0)

Recommendation 25: Has it been considered to provide virtual networking opportunities and leadership training for state officers? Nothing extensive as most states train their own officers, but this could be a way for officers from across the country to meet mid-year and get excited about what is going on with National BPA.
Committee moves to approve as presented.
No discussion. None opposed.
Motion approved. (13-0)

Recommendation 26: (990) Human Resource Exploration (ML) – Pilot We would like to see this event continue with changes. Student will create a personal statement or resume to be used for applying for their very first career opportunity or employment OR create one or two job listings and let the student choose which they would like to apply. Change the focus of attention from document development to job preparation since they are required to interview. We believe the

"100-word statement" (probably referring to the personal statement) is too brief to accomplish this task if using a personal statement.
Committee moves to approve as presented.

Noted that CEAC rejected and SAAC approved. Noted that more detail and direct guidance is needed.

No further discussion. None opposed.
Motion approved. (13-0)

Recommendation 29: Add a CEAC Representative to the Board of Trustees to guarantee that this part of our organization has a voice at the BOT level.
Point of Information: needs to be in code of regulations.

Noted that CEAC accepted and SAAC rejected. Amy Riddle mentioned the number of seats on the BOT and structuring based on numbers.

No further discussion. None opposed.
Motion approved. (13-0)

Recommendation 30: For Legal Office Procedures, at the Regional level and again at the State level, there was a lack of emphasis on the legal documents that are in the Style & Reference Manual. Instead, at Regionals there were Interrogatories and a Letter, while at the SLC, students were asked to key a Memorandum and an Agenda, not even one legal document. At the National level, there was one legal document and one non-legal document. Please consider ensuring that the author of the test does focus on legal documents at each level.
Point of Information: SAAC and CEAC also designated as POI.
No discussion. None opposed.
Motion approved. (13-0)

Recommendation 32: For any/all the events in the Management Information Systems section that have a hands on portion for final rounds during the NLC (for example 310) students and advisors need clarification (rubric or some kind of breakdown) of how the hands on demonstration portion is added into or calculated into the final score. It was stated that if a student earns the related certification to their event they will have 100 points added to their score. However, it is not stated anywhere how many points, what total, what percent, or anything of how the hands on demonstration is added to the final rounds students scores.
Committee moves to reject.

Noted that CEAC rejected and SAAC designated as POI. Trent Hughes asked for clarification on SAAC thoughts, Dianne Carroll pointed out this would only impact MIS events.

No further discussion. None opposed.
Motion approved. (13-0)

Recommendation 38: **Provide an alternative file format of the judges rating sheets that have the judges comment sheet included with the technical rubric and the presentation rubric. This could be named as separate files such as "Technical with Judge Comments" and "Presentation with Judge Comments" in order to accommodate any region or state that still want everything as separate documents.**

Committee moves to approve.

No discussion. None opposed.

Motion approved. (13-0)

Recommendation 39: **Improve the leveling of the tests for this event AND have the test audited by a Professional Registered Parliamentarian in order to ensure the there is a proper flow of the motions that are grouped together.**

Point of Information: SAAC and CEAC also designated as POI.

No discussion. None opposed.

Motion approved. (13-0)

Recommendation 40: **Change the number of "Abilities to Demonstrated" from four (4) motions to three (3) motions.**

Committee moves to approve as presented.

Noted that SAAC approved. CEAC rejected.

No further discussion. None opposed.

Motion approved. (13-0)

Recommendation 41: **With the changes to the Cisco CCNA curriculum, I would like to suggest a change to the 315 - Network Administration using Cisco contest. For the regional test, I suggest that all questions be pulled from the CCNA1 v7: Introduction to Networks content. For the state test, I suggest that questions be pulled from CCNA1 v7 & CCNA2 v7: Switching, Routing, and Wireless Essentials content. For the nationals contest, I suggest that content be drawn from all 3 CCNA v7 courses. I also suggest that the students complete a packet tracer assessment at the national level. I would also suggest that since Cisco is a partner of BPA, Cisco could be involved in creating the tests. Also, a cool prize from Cisco could be that the winner or top 3 winners at nationals could get a free CCNA certification voucher.**

Point of Information: SAAC and CEAC also designated as POI.

No discussion. None opposed.

Motion approved. (13-0)

Recommendation 43: There were many errors and inconsistencies in the contests at the state level. I judged the Intermediate Word contest and felt it was very unfair to the students. There was an itinerary that the kids needed to type. The key had incorrect and inconsistent errors—one in particular that I remember was that there were directional suffixes aster the street names—I.e. NE OR NW. the key showed some ad N.W. and some as NW. there were five different advisors each judging 6 packets. With the inconsistent key, I'm sure not all is is graded in the same manner.
Point of Information: SAAC and CEAC also designated as POI.
No discussion. None opposed.
Motion approved. (13-0)

Recommendation 44: Replace the following policy language. 2. For the Secondary Division, a maximum of ten (10) winners for non-judged events shall be recognized on stage at the awards session at the National Leadership Conference. For judged events all finalists shall be recognized on stage at the awards session at the National Leadership Conference. For general/open events, the top ten (10) scores, plus ties, will be recognized on stage at the awards session. 3. For the Middle Level Division, a maximum of ten (10) winners shall be recognized at the National Leadership Conference in each contest. 4. For the Post-Secondary Division, a maximum of ten (10) winners shall be recognized at the National Leadership Conference in each contest. With 2. For the Secondary, Middle Level, and Post-secondary Divisions, a maximum of ten (10) winners for non-judged events shall be recognized on stage at the awards session at the National Leadership Conference. For judged events all finalists shall be recognized on stage at the awards session at the National Leadership Conference. For open events, the top ten (10) scores, plus ties, will be recognized on stage at the awards session.
Committee moves to approve as presented.
No discussion. None opposed.
Motion approved. (13-0)

Recommendation 45: Adopt V10 Virtual Branding Team as a full event.
Committee moves to approve as presented.
No discussion. None opposed.
Motion approved. (13-0)

Recommendation 46: Contest Proposal: User Experience Design using Adobe XD – Team (S)
Committee moves to approve as presented.

Noted that SAAC rejected and CEAC approved. Amy Riddle mentioned that SAAC rejected due to capacity issues caused by adding new events. Dianne Carroll mentioned committee wanted this to be approved due to the partnership with Adobe.

No further discussion. None opposed.
Motion approved. (13-0)

Recommendation 47: DO NOT move 170-Financial Audit (PS) out of Pilot status. Event should be re-piloted or removed.
Committee moves to approve with changes to remain in pilot status.

Noted that SAAC did the same and that CEAC accepted. Mark Burch asked for clarification on why this was re-piloted if events were full this past year. Patrick Schultz mentioned that this event had no national level competitors, but all other piloted events were full.

No further discussion. None opposed.
Motion approved. (13-0)

Recommendation 48:   Adopt 355-Python Programming-Pilot as a full event.
Committee moves to reject.

Noted that CEAC approved and SAAC rejected with the though was to re-pilot through a traditional year. Mark Burch points out the visual to members of events continuing to run in pilot status.

No further discussion. None opposed.
Motion approved. (13-0)

Recommendations 49-53
Noted that committee moves to reject recommendations 49, 50, 51, 52, and 53.

Mark Burch moved to reject 49-53 at one time.
Devon Winters seconded.

No discussion. None opposed.
Motion approved. (13-0)

49: Adopt 450-Podcast Production Team-Pilot as a full event.

50: Adopt 605-Health Insurance & Medical Billing-Pilot as a full event.

51: Adopt 615-Health Leadership/Special Topics-Pilot as a full event.

52: Adopt 620-Medical Terminology Concepts-Open Pilot as a full event.

53: Adopt 990 Human Resource Exploration - Pilot as a full event.

Recommendation 55: **Change 620-Medical Terminology Concept OPEN to 690-Medical Terminology Concepts-OPEN**

Committee moves to approve as presented.

No discussion. None opposed.

Motion approved. (13-0)

Recommendation 56: **Align Middle Level 920 Digital Citizenship to IC3 Global Standard 6 Level 1 Certification. https://certiport.pearsonvue.com/Certifications/IC3/Digital-Literacy-Certification/Certify/IC3-Global-Standard-6**

Committee moves to approve as presented.

No discussion. None opposed.

Motion approved. (13-0)

Recommendation 57: **Adapt the V09 Financial Portfolio Management Team competition so that Round Two (after the stock market challenge) is actually based on a case study that has to be analyzed and presented on. In short, instead of having the teams present their strategies for direct market trading (current Round Two), they would have to present their investment plan for a mock client from a case study.**

Committee moves to reject.

No discussion. None opposed.

Motion approved. (13-0)

Recommendation 58 – 67

Committee moves to approve recommendations 58, 59, 60, 61, 62, 63, 64, 65, 66, and 67 as a group.

No discussion. None opposed.

Motion approved. (13-0)

58: **Re-align the Certiport Certification alignment for the following event. BPA Competitive Event Name: 300 - Computer Network Technology (S | PS) 2020-2021 Certiport Certification Alignment: MTA Networking Fundamentals 2021-2022 Proposed Certiport Certification Alignment: IT Specialist - Networking**

59: **Re-align the Certiport Certification alignment for the following event. BPA Competitive Event Name: 320 - Computer Security (S | PS) 2020-2021 Certiport Certification Alignment: MTA Security Fundamentals 2021-2022 Proposed Certiport Certification Alignment: IT Specialist - Network Security**

60: **Re-align the Certiport Certification alignment for the following event. BPA Competitive Event Name: 330 - C# Programming (S | PS) 2020-2021 Certiport Certification Alignment: MTA Software Development Fundamentals C# Exam 2021-2022 Proposed Certiport Certification Alignment: IT Specialist - Software Development**

61: **Re-align the Certiport Certification alignment for the following event. BPA Competitive Event Name: 405 - Fundamentals of Web Design (S | PS) 2020-2021 Certiport Certification Alignment:**

MTA Introduction to Programming Using HTML and CSS 2021-2022 Proposed Certiport Certification Alignment: IT Specialist - HTML and CSS

62: Re-align the Certiport Certification alignment for the following event. BPA Competitive Event Name: 305 - PC Servicing & Troubleshooting (S | PS) 2020-2021 Certiport Certification Alignment: MTA Windows OS Fundamentals 2021-2022 Proposed Certiport Certification Alignment: IT Specialist - Device Configuration and Management

63: Remove the Certiport Certification alignment for the following event. BPA Competitive Event Name: 310 - Server Administration Using Microsoft® (S | PS) 2020-2021 Certiport Certification Alignment: MTA Windows Server Fundamentals 2021-2022 Proposed Certiport Certification Alignment: NO RECOMMENDATION

64: Add the Certiport Certification alignment for the following event. BPA Competitive Event Name: 345 - SQL Database Fundamentals (S | PS) 2020-2021 Certiport Certification Alignment: No Alignment for 2020-2021, New Proposed 2021-2022 Proposed Certiport Certification Alignment: IT Specialist - Databases

65: Add the Certiport Certification alignment for the following event. BPA Competitive Event Name: 340 - Java Programming (S | PS) 2020-2021 Certiport Certification Alignment: No Alignment for 2020-2021, New Proposed 2021-2022 Proposed Certiport Certification Alignment: IT Specialist - Java

66: Add the Certiport Certification alignment for the following event. BPA Competitive Event Name: 355 - Python Programming (S | PS) 2020-2021 Certiport Certification Alignment: No Alignment for 2020-2021, New Proposed 2021-2022 Proposed Certiport Certification Alignment: IT Specialist - Python

67: Add the Certiport Certification alignment for the following event. BPA Competitive Event Name: 505 - Entrepreneurship (S | PS) 2020-2021 Certiport Certification Alignment: No Alignment for 2020-2021, New Proposed 2021-2022 Proposed Certiport Certification Alignment: Entrepreneurship and Small Business (ESB)

Recommendation 68: "POLICY CHANGE: Amend the BPA Policies and Procedures, section: POLICIES AND PROCEDURES POST-SECONDARY DIVISION, Article VII. Operational Procedures, by striking out "submitted to the Board of Trustees for review" and adding "presented to the Board of Trustees". AND Amend the BPA Policies and Procedures, section: POLICIES AND PROCEDURES POST-SECONDARY DIVISION, Article VII. Operational Procedures of the BPA Policies and Procedures, by striking out "submitted to the Board of Trustees for approval" and adding "presented to the Board of Trustees"."

Committee moves to approve as presented.

No discussion. None opposed.

Motion approved. (13-0)

Recommendation 69: For the Student of the Year Award in BPA Cares, there needs to be more options added to the list of officials that can write the second letter of recommendation for applicants. We recommend faculty and staff be added.

Committee moves to approve as presented.

No discussion. None opposed.

Motion approved. (13-0)

Recommendation 70: **For the Student of the Year Award in BPA Cares, there needs to be more activities added to the list of minimum of five (5) criteria applicants must meet. AND the Life Skills Achievement Program should be removed and replaced the Student Member Certification Series requirement into two criteria: "Completed the Student Member Certification Series, Level One" and "Completed the Student Member Certification Series, Level Two".**
Committee moves to approve with the following changes: to remove "Life Skills Achievement"; to change "intern" to "volunteer"; and to add "Student Member Certification Series Level 1, Student Certification Series Level 2, and Leadership Academies."

Mark Burch seeks clarification on interns at NLC. Dr. LouAnn Ross clarifies that it should not impact, turns over to Jonathan Smith. Jonathan clarifies that this will still allow students to intern and also capture a wider audience.

No further discussion. None opposed.
Motion approved. (13-0)

Recommendation 71: **Create an way to track hours in the Torch Award Portal**
Committee moves to approve as presented.

Patrick Schultz verified that this is possible.

No discussion. None opposed.
Motion approved. (13-0)

Recommendation 72: **"Increase the amount of torch award opportunities for the patriotism category. Example Activities that could be added: Participate and/or volunteer for a candidate in a local election (identify involvement and the individual) 10 pts Participate and/or volunteer for a candidate in a state election (identify involvement and the individual) 15 pts Participate and/or volunteer for a candidate in a national election (identify involvement and the individual) 20 pts"**
Committee moves to approve as presented.
No discussion. None opposed.
Motion approved. (13-0)

Recommendation 73: **Increase the amount of points awarded for the following the national accounts on social media**
Committee moves to reject.

Paxton Cavin seeks clarification on intent of this recommendation. John Lucas Guimaraes states that Instagram is not included in the Torch Points line item. Elijah Johnson clarifies intent was to drive more traffic to social media. Amy Riddle states that SAAC approved unanimously.

No further discussion.
Motion approved. (11 – 2)

Recommendation 74: **Remove policy regarding career objective for national officers in the secondary division. This would be removing the requirement found under Policies and Procedures for National Leadership Conference, XI - Election, A. Eligibility, d. Have a business, information technology, or office occupations career objective**
Committee moves to approve as presented.
No discussion. None opposed.
Motion approved. (13-0)

Recommendation 75: **Rename the Banking & Finance event to Money & Banking.**
Committee moves to reject.

Noted that both SAAC and CEAC approved. Jason Hendrickson explained that other names were suggested. Patrick Schultz stated CEAC thought finance is not a modern term and that it is too broad for this event. Trent called a point of information to come up with new name. Diane clarified that it is this exact recommendation being rejected.

No further discussion.
Motion approved. (11 – 1*)

*Garrett Bock mentioned in Zoom Chat that he had to step away at 1:11 PM EDT

Recommendation 76: **Combine the Payroll Accounting and College Payroll Accounting events into one event.**
Committee moves to approve as presented.
No discussion. None opposed.
Motion approved. (12-0)

Recommendation 77: **Rename (910) Keyboarding Production (ML) to (910) Introduction to Word Processing.**
Committee moves to approve as presented.
No discussion. None opposed.
Motion approved. (12-0)

Recommendation 78: **Remove 200 - Fundamental Word Processing as a competitive event.**
Committee moves to reject.

Noted that CEAC approved and SAAC rejected. Mark Burch sought clarification from the Director of Education on the long term plan. Patrick Schultz mentioned that this recommendation has been brought up numerous times. He mentioned it is difficult to write these tests in addition to the other two similar events. He recommends that the WSAP review committee looks at this recommendation. Amy Riddle stated that SAAC felt that this is an extremely popular event at each level and in most states.

No further discussion. None opposed.
Motion approved. (12-0)

Noted that Programs Committee has not discussed the remaining four recommendations. Committee members used a spreadsheet to look those prior to the meeting.

Dianne Carroll moves to open last four recommendations for discussion then motions.
Angie Benson seconds.
No further discussion. None opposed.
Motion approved. (12-0)

Recommendation 79: **Merge (525) Extemporaneous Speech (S) and Contemporary Issues (PS) into one event.**
Committee moves to reject.

Mark Burch moves to reject Recommendation 79.
Jason Hendrickson seconds.

Patrick Schultz noted that SAAC and CEAC rejected due to the fact that the competitions are not the same competition. Trent Hughes seeks clarification if S and PS would be competing against each other in this specific recommendation. Mark Burch requests to call the question.

No further discussion. None opposed.
Motion approved. (13-0)*

*Garret Brock returned at 1:23 PM EDT

Recommendation 80: **Prohibit a student from competing in both (555) Project Management Individual and (560) Project Management Team in the same membership year.**
Noted that this was approved with changes from CEAC and was rejected in SAAC. Programs Committee was split on this decision.

Jason Hendrickson moved to reject as presented.
Angie Benson seconded.

Patrick Schultz clarifies that it is event 593 has the word "project" in it. Jason Hendrickson calls for question.

No further discussion. None opposed.
Motion approved. (13-0)

Recommendation 81: **Change the name of (305) PC Servicing and Troubleshooting to (305) Device Configuration and Troubleshooting.**
Mark Burch moves to approve as presented.
Angie Benson seconds.
No discussion. None opposed.
Motion approved. (13-0)

Recommendation 82: **Remove the objective test portion of (550) Parliamentary Procedure Team at the Regional level only.**
Noted that SAAC rejected and CEAC approved.

Angie Benson moves to reject.
Devon Winters seconds.

Patrick Schultz explains that CEAC felt that at the regional level the hands-on portion was enough.
Amy Riddle explains that the purpose of this was to prepare for the next level.

No further discussion. None opposed.
Motion approved. (13-0)

ANNOUNCEMENTS

Elijah Johnson & John Lucas Guimaraes share an update from the NOT that $1,900 has been raised for the scholarship fund so far.

Dr. Brenda Jacobsen proposes a recess for 30 minutes, returning at 2:15 PM EDT.

Meeting resumes at 2:19 EDT. All BOT members are present via Zoom participants list.

Dr. Brenda Jacobsen shares some inspiration for the board.

COMMITTEE REPORTS – POLICIES AND PROCEDURES

Amy Riddle gave a report on behalf of the Policies and Procedures Committee, sharing their charges, their changelog, and their committee plans. Committee looked at recommendation 1 on July 23rd, and will review other recommendations the following week at their meeting.

Recommendation 1
Committee voted to reject.

Mark Burch moves to approve this motion with the following change: Allow Associate members within the Secondary Division to compete in all WSAP competitive events, increase national Associate membership dues to match all secondary membership dues of $14.00, and keep the Associate designation based on funding that our states may receive for this special population of students.
Trent Hughes seconds.

Dianne Carroll discusses the hesitations that programs had regarding this motion and presented a point of information that this is not an amendment.

Mark Burch withdraws his motion.

Call for first question.

Committee moves to reject Recommendation 1.
No further discussion.
Motion approved. (12-1)

Mark Burch moves to Allow Associate members within the Secondary Division to compete in all WSAP competitive events, increase national Associate membership dues to match all secondary membership dues of $14.00, and keep the Associate designation based on funding that our states

may receive for this special population of students.
John Lucas Guimaraes seconds.

*Garrett Bock has left at 2:41 PM EDT.

Amy Riddle notes that the Programs Committee wanted to table for further discussion, Dianne Carroll asks who this impacts, and it is noted that this impacts one state association. It is mentioned that SAAC approved as presented. Dianne Carroll seeks clarification regarding P&P implications. Amy Riddle asks National Staff to weigh in, Dr. LouAnn Ross lists dues rates and asks Patrick Schultz and Jonathan Smith to speak. Debbie Darnell notes that dues are typically approved after a request and recommendation by National Center and that associate level is a part of the secondary division.

Trent Hughes moves to amend the main motion by striking the phrase: increase national Associate membership dues to match all secondary membership dues of $14.00
Evan Wolff seconds.

Vote on the motion to amend by striking phrase.
None opposed.
Motion approved. (12-0)*

Call for question to vote on amended motion: Allow Associate members within the Secondary Division to compete in all WSAP competitive events and keep the Associate designation based on funding that our states may receive for this special population of students.
No further discussion. None opposed.
Motion approved. (12-0)

Trent Hughes moves to change associate dues of the secondary division from $11 to $14 with recommendations from National Staff.
Mark Burch seconds.

Evan Wolff moves to amend by changing the wording: to change the associate level dues from $11 to match the dues set for the secondary division on the recommendation of national staff.

Vote on amendment to change wording.
None opposed.
Motion approved. (12-0)*

Vote on amended motion.
None opposed.
Motion approved. (12-0)

COMMITTEE REPORTS – STRATEGIC & LONG-RANGE PLANNING

Paxton Cavin gave a report on behalf of the Strategic and Long-Range Planning Committee, sharing their charges, their next steps, and their committee members.

COMMITTEE REPORTS – PERSONNEL

Angie Benson gave a report on behalf of the Personnel Committee, sharing their charges, their committee, and recommendations from National Staff.

Committee moves to strike "accumulated vacation time must be used before the following December 31." Add verbiage "Effective January 1, 2022, employees cannot bank more than 1.5 years of vacation time"
No discussion. None opposed.
Motion approved. (12-0)

Committee worked with Dr. LouAnn Ross to update the new organizational chart.

Committee moves to accept the updated organizational chart as presented.

A question is asked of who the Assistant Director of Education will report to. Dr. LouAnn Ross states that all salaried employees will still report to her due to federal and Ohio laws.

No further discussion. None opposed.
Motion approved. (12-0)

Angie Benson shared that the committee will be meeting throughout the year as potential title changes might be happening – especially regarding the marketing/membership position and the IT consultant position.

NEW BUSINESS

Dr. Brenda Jacobsen proposes that we discuss when we will meet again. We need to meet at least 5 meetings throughout the year. The BOT comes to the following conclusion:
- Last Tuesday of each month August, September, October, November, January, February, March. At 8:00 PM EDT
- 2021 Meeting Dates: August 31, Sept 28, Oct 26, Nov 30
- 2022 Meeting Dates: Jan 25, Feb 22, Mar 29

Ad Hoc Committees – Dr. Brenda Jacobsen Brenda recommends three committees:
- Grievance Committee – need to establish in collaboration with Corporate Members, a flow chart and processes for new amendment in Code of Regulations. Volunteer by email to Dr. Brenda Jacobsen by Aug 2nd.
- Membership Engagement Committee – Volunteer via email to Dr. LouAnn Ross to volunteer August 28th.
- Diversity, Equity, Accessibility, & Belonging Committee - Volunteer via email to Dr. LouAnn Ross to volunteer August 28th.

Dianne Carroll moves that we fund the purchase of awards for those who were recognized with professional awards at the 2020 NLC.
Jason Hendrickson seconds.

It is noted that this would be $700, and does not include shipping costs.

John Lucas Guimaraes and Angie Benson mention they won awards and will abstain from voting. Elijah Johnson will also be abstaining. Mark will be abstaining due to being on national staff at the time of the 2020 NLC.

No further discussion.
Motion approved. (8-0-4)

Mark Burch moves to have Dr. LouAnn Ross and Dr. Brenda Jacobsen explore the possibility and financial implications of adding a certified parliamentarian (non-BPA stakeholder) to attend all schedule Board of Trustees meetings.
John Lucas Guimaraes seconds.

Amy Riddle questions the time frame for Dr. Ross and Dr. Jacobsen. Mark Burch states that he envisioned this to be left to the purview of them.

No further discussion.
Motion approved. (9-3)

Dr. Brenda Jacobsen notes that she will report back at the August BOT meeting.

Trent Hughes moves to transition from our traditional accounting method of finance to using QuickBooks to make reporting and transparency more aligned with modern standards.
Devon Winters seconds.

Amy Riddle points out that this is an operational item and that this is not the BOT's area of business. Angie Benson agrees that the staff should make this decision.

Trent Hughes, Evan Wolff, and Ric Cowles all weigh in on the process of statements and reports in relation to the Finance Committee.

No further discussion. Mark Burch abstains from the vote.
Motion failed. (4-7-1)

Dr. Brenda Jacobsen encourages everyone to complete BoardSource and/or do a refresher. Jason Hendrickson reminds everyone about the conflict of interest paperwork.

Angie Benson moves to adjourn.
John Lucas Guimaraes seconds.
No discussion. None opposed.

The meeting was adjourned at 4:34 PM EDT on July 24, 2021. Will meet again on August 31 at 8:00 PM EDT.

Paxton Cavin, Secretary