



MCTA Business Meeting



2:10 p.m. – 3:00 p.m.

- Approval of 2021 Spring Meeting Minutes
 - [Microsoft Word - MCTA_Spring_minutes_3_24_21 \(starchapter.com\)](#)
- Treasurer's Report, Sharon Kramer
 - [Budget](#)
 - [Star Chapter](#) web services contract
 - [Pricing](#)
 - [Vote on executive director contract](#)
- Executive Director's Report, Mike Weglein
 - [Spring / Summer Update](#)
 - [Comparison of Summer Institutes](#)
- [Review and update MCTA Goals and Bylaws](#)
- Identify priority topics for joint DCCR/MCTA meeting on October 28, 2021 @ Turf Valley



FY 22 Budget



Sharon Kramer, MCTA Treasurer

FY22 Maryland Career & Technical Administrators Budget

EXPENSES	FY22 BUDGET		Variance
Category 1 - Affiliation			
ACTE Dues (24 districts * \$80/district)	1920.00		1920.00
Sub-total	\$1,920.00	\$-	\$1,920.00
Category 2 - Annual Expenses			
President Discretionary	200.00		200.00
Member Recognition	805.00		805.00
Liability Insurance	475.00		475.00
Operations	1700.00		1700.00
Conference: room and food	4700.00		4700.00
Sub-total	\$7,880.00	\$-	\$7,880.00
Category 3 - Executive Director			
Executive Director Fees (\$40/hour * 135 hours)	5400.00		5400.00
Executive Director Expenses	1500.00		1500.00
Sub-total	\$6,900.00	\$-	\$6,900.00
REVENUE	FY22 BUDGET		
Category 4 - Income			
ACTE collected MCTA Dues (\$20* 60 members)	1200.00		1200.00
District Dues (24 districts * \$450/district)	10800.00		10800.00
Conference: registration and vendor	4700.00		4700.00
Sub-total	\$16,700.00	\$-	\$16,700.00
SUMMARY	FY22 BUDGET		
INCOME	16700.00	0.00	
EXPENSES	16700.00	0.00	



FY 22 Executive Director Contract



Sharon Kramer, MCTA Treasurer

FY 22 Executive Director Contract

EXHIBIT B

COMPENSATION

The MCTA shall compensate the Consultant for the performance of the duties set forth in EXHIBIT A in the amount of fifty-five Dollars (\$55.00) per hour, which will be paid quarterly within a reasonable time after completion of contract responsibilities. The total number of hours worked is not to exceed 135 hours per contract year, without the written approval of the MCTA Executive Team. In addition, the MCTA will compensate the Consultant for travel expenses at the rate of 57.5 cents/mile and will pay the Consultant's Summer Institute Registration fee. The MCTA shall not be responsible for the payment of interest. The Consultant will submit quarterly invoices to MCTA identifying activities and number of hours worked.

The Consultant shall be paid only for items or services that are specifically named in the Agreement. No additional costs for items or services will be paid by the MCTA without prior written consent of the MCTA.

- MCTA wishes to reduce the hourly rate from \$55.00 to \$40.00 for FY22 due to the addition of STAR CHAPTER Web Services which automates previous services provided by the executive director. Mike Weglein made this suggestion.
- Fed mileage reimbursement rate is down from last by 1.5 cents so it's 56 cents/mile. I would like to suggest that the contract say mileage is reimbursed at the federal government rate so we don't need to change this every year.

Slide 3

A1

Author, 7/26/2021



Executive Director Report - 1



Mike Weglein, MCTA Executive Director

Executive Director Report

Executive Director Report
Summer Institute—July 27, 2021

Since my last report at the 2021 MCTA Spring Meeting, I have continued with normal duties:

- Managing and updating the <https://acte-maryland.org> website and social media accounts.
- Communicating with MCTA members for job postings, meeting registration and minutes; and
- working with the Executive Team to plan the July 27, 2021 Summer Virtual Institute and October 28 Joint MSDE/MCTA in-person conference at Turf Valley.

In addition to these regular duties, time was spent on the following activities:

- membership export and imports into the STAR CHAPTER – ACTE-Maryland website.
- Delivery of MCTA / ACTE-Maryland plaques to our award winners.
- Participated in the ACTE monthly state executive director meetings.
- Attended all MSDE CTE Director meetings.
- Participated on the MBRT CTE Advisory Board Committee
- Secured vendor sponsorship (Goodheart Wilcox) for the Oct. 28, 2021, joint meeting with MSDE.
- Made arrangements with Turf Valley Resort to move our conference from July to October 28, 2021.
- Signed contract for the 2021 MCTA / MSDE Leadership Conference, Oct. 28, 2021.
- Dates and locations of upcoming MCTA meetings are:
- MCTA/ MSDE Fall leadership Conference: Thursday, October 28, 2021 —Turf Valley Resort:



Executive Director Report - 2



Mike Weglein, MCTA Executive Director

Executive Director Report

Report on 2021 Virtual Summer Institute

Comparison Registration Data 2015 - 2021 Summer Institutes

	2015	2016	2017	2018	2019	2021 (Virtual)
School Systems	9	14	15	13	14	19
Community College Partners	0	0	0	0	2	1
CTE Participants	10	21	27	24	33	54
CTE Directors	9	11	15	10	11	15
CTE Administrators	2	6	7	7	8	23
Executive Director	1	1	1	1	1	1
Outside Speakers	4	3	8	4	10	2
Total Attendance	--	--	7/25=32 7/26=29	7/24=25 7/25=24	7/23=37 7/24=32	7/27=51