



Iowa Business Education Association

Executive Board Meeting

September 15, 2024

In-Person Meeting

Minutes

Call to Order

Megan Kupferschmid

10:05 DeAnn Lenth approved, Carrie Kohl Second, all in favor

Approval of Agenda

Megan Kupferschmid

Motion to approve by DeAnn Lenth, Secondard by Carrie Kohl, all in favor

Approval Spring Board Meeting Minutes

Megan Kupferschmid

Motion to approve by Teresa Bentz, Secondard by Patrick Geer, all in favor

Treasurer's Report

Patrick Geer

Expenditures were 828.01 more than our revenue.

[Treasurer Report](#)

Budget Report

Patrick Geer

[2024 Budget](#)

Reports

President

Megan Kupferschmid

I wrote my President's message for the IBEA website and shared it with Sue, our webmaster to update the website.

I represented IBEA and attended the Program Management Meetings on September 28th and February 13th to provide the committee with an update on the results of our Fall Conference, an announcement conveying our search for more Conference Planning Committee members and the new President-Elect, our 2024 Conference Dates, and an NCBEA/NBEA Update on behalf of Teresa.

I contacted two post-secondary instructors whom I thought would be amazing President-Elect candidates about the possibility and they had to politely decline due to newly assigned responsibilities at their university. I approached Carrie Kohl and she graciously accepted the position of President-Elect and Teresa Blackburn-Bentz agreed to use her event planning skills and past experience to serve as the Conference Planning Chair.

I tried to promote business education throughout the state at each of the events I went to throughout the state and the nation. I was planning to attend the NBEA Conference, but unfortunately it conflicted with the dates of FBLA State Leadership Conference. I had the privilege of serving as an FBLA Advisor, building my school's first middle school chapter. I had seven eighth grade girls compete in solo and group presentation events and objective tests, where they received valuable feedback regarding their projects and qualified for the National Leadership Conference in Orlando. Sadly, none of my students were available to compete at the conference, so I wasn't able to attend.

I served on the Empowered Teacher Advisory Board throughout this year and participated in monthly Microsoft Teams meetings to provide feedback on a variety of new activities and insight into issues teachers face, support teachers needs, and resources that would help with teacher mental health and their instruction. I attended a two day RiseUp workshop in Wichita, where I was able to connect with new teachers in the Wichita and surrounding area as well as other TAB members from around the country.

I received emails from both Iowa business educators and some from out of state who reached out to me expressing interest in attending our conference. I sent them the details to attend, but a lot of excitement for this conference has been generated thank you to the keynote speaker, Denise Leigh, and her promotion of our conference. I also attribute this to the wonderful work Carrie has done with creating content and effectively managing our social media page.

Thank you for all the help, guidance, confidence, and support you have shown me this past year. I am forever grateful for this opportunity and want to continue to help grow our organization and maintain our loyal members. It is educators like you who inspire me every day.

President-Elect

Carrie Kohl

I was asked to be president-elect in the fall of 2023 but had declined. However, I was asked again in March 2024 since we didn't have anyone yet and I accepted.

Teresa Bentz has been primarily the one in charge of the planning of the conference for the 2024 IBEA Fall Conference. She has been working with her planning committee individuals and holding regular meetings to provide updates and make decisions.

This year's Conference has 57 attendees and 4 exhibitors signed up.

We will be sending out a survey asking for feedback from the conference as well as reasons why others did not attend. We also would like to ask what people feel they should get from their \$25 association dues.

We currently do not have a president-elect lined up for the 2024-25 school year. It would be great if we can get someone from the post-secondary level.

NCBEA Representative

Teresa Bentz

- New teacher benefits
- Online trainings
- Conference in Cincinnati Ohio
- Keeping the representative

Executive Secretary

Carrie Kohl

2024-2025 Membership totals:
(# = 2023-24 totals)

- Central Rivers 8 (5)
- Grant Wood 7 (7)
- Great Prairie 2 (7)
- Green Hills 7 (7)
- Heartland 10 (9)
- Keystone 6 (4)
- Mississippi Bend 4 (3)
- Northwest 0 (1)
- Prairie Lakes 2 (3)
- Lifetimes 1

- 2024-25 TOTAL = 47
- 2023-24 TOTAL = 47
- 2022-23 TOTAL = 60
- 2021-22 TOTAL = 81 (had 58 in Sept 2021)
- 2020-21 TOTAL = 87
- 2019-20 TOTAL = 90
- 2018-19 TOTAL = 106

After the conference, I will confirm that the Executive Board has paid their IBEA dues.

I will also reach out to last year's members to see if they would like to renew their membership.

Webmaster

Sue Elwood

Prior to Convention

- Made update as requested by the IBEA Presidents

- Added all fall convention information
 - Added information about the 2024 NBEA, IACTE, and ACTE conventions
- After Convention:
- Update Awards
 - Update Board members list
 - Continue to make updates as requested
- Pay \$90 for hosting and domain name.

Public Relations Chairperson

Carrie Kohl

Throughout the whole year: shared posts from various Facebook pages including:

- MBA
- NBEA
- ACTE
- Iowa Department of Education
- Business Horizons
- Jumpstart
- FBLA
- BPA
- DECA
- Iowa Society of CPA's
- Iowa Association of Business & Industry

Following conference, posts of the following were done:

- Posted conference survey, award winners and pictures
- Posted membership drive to get members to join who didn't attend the conference
- CTE Month
- President-Elect - help wanted!
- Nominations for 2024 awards
- Professional development opportunities
- 2024 Fall Conference: keynote speaker, workshop/networking speaker, presenters, registration, schedule

Historian

Barb Bielenberg

As Historian, I took pictures and set up a display at IBEA September 17-18, 2023; printed pictures for albums from WALGREENS. (\$43.20 for pictures.). I purchased the extra album for the photos last year on sale.

Will take pictures at the IBEA conference (with digital camera & iphone) of the following:

Session Speakers

- Award Winners (groups and singles)
- Outstanding Business Educator Secondary
- Outstanding Business Educator Postsecondary
- Outstanding New Business Educator, Secondary

- Outstanding New Business Educator Postsecondary
 - Outstanding CTSO Advisor
 - Outstanding Business Student Award
 - Distinguished service (Secondary, Postsecondary, University)
 - Service to Business Education Award
 - Years of Service
 - Retirees
 - Iowa BEST Award
 - Hoffman Award
 - Board Meeting
 - Sunday night activity
 - General Session Speakers
 - Exhibitors and tables
 - Silent Auction
 - 50/50 winner at Luncheon for NCBEA
 - Casual shots of attendees & tables at meals
 - Past President's breakfast & Past State Presidents
 - Convention Committee
 - Current Board
 - Newly elected Board
 - Registration Committee & Registration Desk
-
- Copies of documents for the year were filed.
 - Bought album for last year's photos & next year's also as they were on sale.
 - Brought materials to set up a display this year.
 - Digital pictures were sent via USB drive to Newsletter editor, president, and publicity for Facebook and newsletter.
 - Brought door prizes for this year's IBEA convention.
 - Stored boxes of historian's files.

Awards Chairperson

Katherine Noe

Received 8 nominations for awards.

2 – Outstanding CTSO's

Both declined (both were not members of IBEA)

3 – Outstanding Business Educator

1 declined

1 joined IBEA so nomination could move forward

1 already a member of IBEA so nomination moved forward

1 – Outstanding New Business Educator

Joined IBEA so nomination could move forward

1 – Service to Business

Plans to attend the luncheon

Needs 2 lunch tickets

1 – Distinguished Service Award

Plans to attend the luncheon

Needs 2 lunch tickets

- I have proposed the following change to who can receive the Distinguished Service Award.
- Reason for the change is due to the low IBEA membership. I proposed the wording
- “Nominee has not received the Outstanding Business Educator Award” be removed.

- Ordered 2 awards from Solberg’s. One had to be sent back for a correction and returned.
- Ordered ink pens as gifts for the Service to Business Education and Distinguished Service
- Award recipients.

- Ordered leather bound journals with ink pens for the Outstanding Educator awards.
- Wording on the cover is “May you be proud of the work you do, the person you are, and the
- difference you make.” Came in a package of 10 so have enough for 2/3 years.

Expenses:

Display Boards \$19.24

Award Frames 5.35

Postage 13.09

Envelopes 16.00

Gifts 73.37

Award Plaques – have not received the invoice yet

Program Management Chairperson

Carrie Kohl

Our most recent meeting was held on Tuesday, February 13 at the Grimes Building in Des Moines. Updates were given from a variety of individuals/groups regarding business education in Iowa .

Discussion/action items discussed included the newsletter (first edition was December 2023) and the most recent one was April 2024. Discussion was also held and a committee was formed to create a business education website (one stop shop) similar to what ag education has in Iowa. (www.teamaged.co).

Kent and I have been working on a “master” list of high school business teachers. We will be adding in Regional Planning Partnerships contacts, area agency contacts as well as college professors and faculty.

Our next meeting is scheduled for October 16, 2024 where will be at the Waukee Innovation and Learning Center in Waukee. Our spring meeting is scheduled for Tuesday, February 4, 2025 via zoom.

Area Rep Reports

Area Rep Coordinator**Liz Brittain**

No report

Central Rivers Area Reps**Sharon Buss & Open**

No meetings have been scheduled, but a few new teachers are attending.

Grant Wood Area Reps**Greg Prather & Open**

No report

Great Prairie Area Reps**Open & Open**

No report

Green Hills Area Reps**Wendy Lausen & Shannon Smith**

No report, Had a spring meeting and fall meeting with AEA

Heartland Area Reps**Liz Brittain & Megan Kupferschmid**

We did not have a comprehensive list of all business educators in this area to send emails to, as we have an out of date list. I personally reached out to some of the educators in this region to invite them to the IBEA Fall Conference and have yet to receive replies back.

We did not have a meeting scheduled, but I believe it would be beneficial to partner with Heartland AEA to host a workshop either in-person or virtually. The topic would be determined by sending out a survey to our educators to determine their needs and interests.

I need to do a better job of staying on top of the programs and emails I receive regarding professional development opportunities and forward them to my educators. I also need to be more persistent with encouraging them to join IBEA and follow the Facebook page.

I would like to build relationships with my educators to be their voice in IBEA.

Keystone Area Reps**DeAnn Lenth & Open**

1. During the last month, I encouraged professionals to become involved in IBEA by sending personal emails and reminders to area business educators. I shared a quick personal message about the state-wide conference scheduled for September 15-16, 2024
2. I will continue to promote and connect with area business teachers utilizing our Area 1 Keystone consultant. Also, if there's an area meeting for business teachers this school year, I will share info about joining IBEA.

Mississippi Bend Area Reps**Lori Beenen & Open**

No report

Northwest Area Reps**Open & Open**

No report

Prairie Lakes Area Reps**Deb Jones & Open**

No report

Old Business

New Business

- Change to Distinguished Service to Business Award Criteria
 - Click [here](#) for 2024 form
 - Motion approved by DeAnn Lenth omit the line in question , Second by Patrick Geer , all approved
- Benefits of IBEA Membership
 - Currently what we have on website: click [here](#)
 - Program of Study meetings
 - Certifications training
 - Lesson planning meetings
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- Area Representative Structure
 - For Area Reps: see Article VI (section 1) of the [Constitution](#)
 - For Area Rep Coordinator: see Article VII (section 5) of the [Constitution](#)
 - [Guidelines](#) .doc
- IACTE/Legislative Rep
 - See Article VI (Section 4) of the [Constitution](#)
- Updated years on for area reps (3 year terms)
 - [IBEA Policies & Procedures Guide](#)

2025 Fall Conference -

- Requested a date for June 22nd and 23rd
- Look at other dates
- Send out a survey

Board Vacancies

- President-Elect
- Central Area Rivers Area Rep 1: Vacant (2023-26 term)
- Central Area Rivers Area Rep 2: Sharon Buss (2024-27)
- Grant Wood Area Rep 1: (2023-26 term)
- Grant Wood Area Rep 2: Vacant (2024-27)
- Great Prairie Area Rep 1: Vacant (2024-27)
- Great Prairie Area Rep 2: Vacant (2022-25)
- Green Hills Area Rep 2: Renee Davison is interested (2024-27)
- Heartland Area Rep 2: Megan Kupferschmid ??? (2024-27)
- Keystone Area Rep 1: Vacant (2023-26)
- Keystone Area Rep 2: DeAnn Lenth (2024-27)
- Mississippi Bend Area Rep 2: Vacant (2023-26)
- Northwest Area Rep 1: Vacant (2022-25)

- Northwest Area Rep 2: Vacant (2023-26)
- Prairie Lakes Area Rep 1: Vacant (2022-25)
- Prairie Lakes Area Rep 2: Deb Jones ??? (2023-26)

Next Executive Board Meeting, February 2025 via Zoom (Exact date and time to be determined)

Meeting Adjournment

Megan Kupferschmid

11:55 Motion to adjourn DeAnn Lenth, seconded by Teresa Bentz , all approved.

Upcoming Professional Development Opportunities and Conferences

- **MBA Research Conclave (Columbus, OH, October 11-13, 2024)**
- **ACTE Vision Conference (San Antonio, TX December 4-7, 2024) (continued)**
- **Iowa ACTE Conference (Prairie Meadows Conference Center - Altoona, IA June 18, 2025)**