

Idaho CTE Foundation Meeting Minutes

September 17th, 2025 Idaho CTE Foundation Board Officer/Committee Chair Meeting.

0800 Harold called meeting to order.

1. Attendance: Harold Nevill (President), Staci Low (Vice President), Pam Eaton (Treasurer), Robert Vande Merwe (CTE Month Committee Chair), Abby Jerome (Scholarship Committee Chair), Glen Riley (North Idaho Goodwill Tour Chair). This meeting was for Board Officers and Committee Chairs.

2. The meeting agenda was approved by unanimous consent.

3. This being the first meeting of the Board Officers and Committee Chairs, there were no minutes from past meetings to approve.

4. Treasurers report. Pam indicated no change in Foundation finances since the last full-member meeting in August.

5. Old Business

a. Foundation Restructuring. Harold explained the new meeting format, and asked if there were any issues with Foundation restructuring or meeting frequency. There were no issues.

b. Scholarships. Abby led a discussion on her efforts at scholarship application review and update. She has JotForm applications created and intends to use them this scholarship season. For the scholarship review timeline, discussion was held on balancing the need to get the scholarships awarded and to colleges sooner in second semester, against cutting off applications too soon to avoid spring break, as too early and students are still deciding which colleges to attend. After discussion, it was recommended that the Neptune Lynch, Veseth, and Tools scholarship application window be extended to mid-April. This would give from April 15th until May 1st for application review by our members. Harold intends to ask the full Foundation membership to vote on this timeline at the October meeting.

ACTION ITEM: All Foundation members should consider the effects of making this change to the scholarship review timeline and come prepared to the October meeting ready to discuss and vote.

c. FY2026 ICTEF Budget. Harold indicated the final FY2026 operational budget needed to include all possible Merit scholarships. The budget has been amended to balance revenue and expenses at \$72,000 total (**attached**).

d. Goodwill Tour. Glen laid out the plan for the Fall Goodwill tour to northern Idaho, which includes visits to colleges, CTE centers, and industry facilities in Lewiston and Moscow. The tour is scheduled for October 23rd and 24th.

6. New Business

a. Goodwill Tour. Currently only two ICTEF members are confirmed attendees. We have the funds to reimburse one or two more ICTEF members if any want to attend. Harold

will contact all members to give them the final dates, tour itinerary, and to solicit any others who might want to travel.

b. CTE Month (February, 2026). The current plans for CTE-month activities include the Student Day at the Legislature (SDAL) Wednesday, February 4th, and the Legislative Reception, Wednesday, February 25th. Robert verified the Crystal Ballroom in the Hoff Building is reserved for Wednesday, Feb 4th at noon for SDAL. Pam verified that Beside Bardenay is reserved for Wednesday, Feb 25th at 5:30pm for the legislative reception.

ACTION ITEMS: (1) All Foundation members are invited to both of these events, so please place these dates on your calendar. (2) All Foundation members should begin fundraising efforts, so please contact your industry partners to solicit table sponsors for SDAL and event sponsors for the Legislative Reception. Use the solicitation brochure (**attached**) and/or the ICTEF website “donate” feature.

c. Discussion was held concerning changing our Merit scholarship amounts by creating a sliding scale of Merits awarded based on the number of applications received. In order to balance the budget, we would have to reduce the Merit award amount if more than 2 per CTSO division was awarded.

An alternative idea was presented that, because we receive few postsecondary Merit applications of quality, we could score all Merits from a CTSO without splitting the applications into secondary and postsecondary, and simply award 4 Merit scholarships to the top 4 scores, regardless of the student’s secondary or postsecondary standing.

Harold intends to ask the full Foundation membership to vote on this plan at the October meeting. Foundation members should consider both sides of this discussion. As many as four Merit scholarships per CTSO could be awarded to secondary applicants. On the other hand, this may eliminate any chance postsecondary students have to receive a Merit scholarship.

ACTION ITEM: All Foundation members should consider the effects of making this Merit scholarship change and come prepared to the October meeting ready to discuss and vote.

7. Next Meeting. The next full-membership meeting will be Wednesday, October 15th, 2025, at 0800am (MT)/0700am (PT) via Zoom This will be an important meeting as Abby will discuss scholarship application review assignments, and we have several decisions to make.

ACTION ITEM: To facilitate Abby’s effort to create balanced scholarship review teams, all Foundation members should select one scholarship they want to review and send that information to Abby Jerome (abigailjean19@gmail.com) before the October 15th meeting. If you are not sure of all of the scholarships we offer, visit our website: <https://idctef.org/scholarships/>

8. Hearing no objections, Harold adjourned the meeting at 0835.