

**ESSP** trade & industrial services

postsecondary adult career education

**NRS**

**FCS**

**SS**

counseling & career development division

science, technology, engineering, and mathematics

**AG**

**support staff**

**LEADERSHIP**

OKLAHOMA

**ACTE**

administration division

**HEA**

**T&I**

education services – special populations

family consumer sciences

business, marketing, information technology education

**ADM**

**health careers education**

agricultural education

**STEM**

**PACE**

**CCD**

**new & related services**



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Oklahoma City, OK 73105-4203  
Office: (405) 525-8906  
Fax: (405) 525-8973  
[www.okacte.org](http://www.okacte.org)

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Skye McNiel | Executive Director

OKLAHOMA ASSOCIATION OF CAREER AND TECHNOLOGY EDUCATION

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Dear New Professional,

On behalf of the Oklahoma Association of Career and Technology Education, I would like to welcome you to the OkACTE and the CTE family.

I would personally like to thank you for your commitment toward providing students with the skills and training necessary to be successful in this ever-changing working environment. Your leadership toward these efforts is creating a workforce that will help propel our state as a leader in business development, which will ultimately lead to an enhanced quality of life for all Oklahomans.

We are looking forward to an amazing year of professional development, leadership activities, advocacy work and so much more. None of this would be possible without our OkACTE leaders, countless members who volunteer their time and talents and each person who pours their heart and soul into CTE. This association takes all of us to ban together and continue the work that our founders Tuttle, Alexander and Perky started many years ago.

What we are doing, as a system, is making an impact on Oklahoma that will last for generations. We must stay united, we must stay focused on our mission, and we must continue to challenge our students in the most innovative, out of the box way that only Oklahoma CareerTech can do.

Thank you for you for being a vital part of OkACTE and thank you for becoming part of the best CareerTech system in the nation. Please let me know how we can serve you and help you in your professional journey.

Sincerely,

A handwritten signature in blue ink that reads "Skye McNiel". The signature is written in a cursive, flowing style.

Skye McNiel  
OkACTE Executive Director

# Oklahoma ACTE

Since 1929, the Oklahoma ACTE (formerly the Oklahoma Vocational Association) has provided members with the resources they need to enhance their skills. With over 4,000 members, Oklahoma ACTE is recognized as a dynamic educational leadership organization. Oklahoma ACTE works with its national affiliate, the Association for Career and Technical Education (ACTE), to help its members stay on the cutting edge of education, family, workplace, and community development. Oklahoma ACTE's members are the backbone of career and technology education and workforce education policy development in Oklahoma.



## Our Mission

The mission of OkACTE is to develop and execute vetted strategies that promote and recognize excellence and provide a voice for our members and stakeholders.

## Our Vision

OkACTE is a member driven, value-added organization committed to making positive and significant impacts on the professional success of our members and stakeholders through quality opportunities.

## Our Goals

- Professional and leadership development and delivery of professional development to our membership.
- Create relationships and communications with public policy makers through staff and membership involvement.
- Provide relevance to education through partnerships with business and industry.
- Recognize innovative professional strategies of our membership.

## OkACTE Staff

**Skye McNeil, Executive Director** | Lead Lobbyist for Oklahoma CareerTech

**Dazsa Carter, Assistant Director** | Membership Programming and Event Management

**Lorri Carlile, Director Outreach & Partnerships** | Sponsorships, Awards, Event planning

**Carmen Jones, Director of Membership Services** | Membership Database, Positional Memberships, Membership Dues

**Ora Morgan, Finance Manager** | Financial Services and Reporting

# OkACTE Membership

The foundation for everything we do at OkACTE is our membership; we are member-centered and member-driven. We are pleased to see our membership steadily increase over the past years, bringing our total membership to more than 4,800. This increase allows us to capitalize on more unity, more impact, and more advocacy. We are always striving to increase benefits and added value to our membership, and that will continue to be our goal. Thank you for being a member and we hope that our service to you is valuable and impactful.



## OkACTE Executive Officers 2024-2025



Kristal McCathern  
Southern Technology Center  
President



Robert Johnson  
Moore Norman Technology Center  
President-Elect



Dr. Brent Casey  
Canadian Valley Technology Center  
Past President

## Membership Types

OkACTE is an ACTE unified state. A unified state includes individuals with career and technology education who pay both state association and national dues. The Loyalty Division (retirees) and Support Staff divisions have altered national association dues. Your OkACTE membership includes both a state and national divisional membership.

<b>OkACTE</b>	<b>\$60</b>	<b>Individuals concerned with career and technology education within Ok</b>
<b>ACTE</b>	<b>\$80</b>	
<b>Loyalty</b>	<b>\$46</b>	<b>(Includes National Dues)</b>
<b>Division</b>	<b>\$10 - \$190</b>	<b>(State/National dues are set by each division's governance board and vary in each division)</b>

## OkACTE Divisional Membership

Your membership includes a division. The divisions represent the content area focus and/or special interest group of the member. The divisions provide a specific identity to career and technical educators beyond their state or region; members are also identified by the type of career and technical education they provide or represent. These divisions are also included in your OkACTE membership and are represented on state level.

## OkACTE Divisions

OkACTE has 12 membership divisions. An elected President represents each Division as a member of the Executive Committee. The President leads their divisional officers and committee chairs.

- **Administration (ADM)**
- **Agricultural Education (AG)**
- **Business, Marketing, Information Technology Education (BMITE)**
- **Counseling & Career Development (CCD)**
- **Education Services- Special Populations (ESSP)**
- **Family Consumer Sciences (FCS)**
- **Health Careers Education (HCE)**
- **New & Related Services (NRS)**
- **Postsecondary Adult Career Education (PACE)**
- **Science, Technology, Engineering and Math (STEM)**
- **Support Staff (SS)**
- **Trade and Industry Services (T&I)**

## OkACTE Committees

Each division has committee chairs that are appointed or elected to serve on each OkACTE standing committees.

### Awards Committee

Committee members review and score applications for the award winners. The committee is responsible for maintaining application requirements, criteria, and rubrics, and providing input on ways to further improve processes and recognition for award winners.

### CareerTech Administrative Council

The CareerTech Administrative Council is the governing body that directs the operations of the Oklahoma Association of Career and Technology Education and the Oklahoma Association of Technology Centers, Inc.

### Comprehensive Professionals Council

The Comprehensive Professionals Council (CPC) is the voice of the K-12 professionals in the Oklahoma CareerTech system. CPC will assist in shaping policy and lead in strategic planning efforts while cultivating a stronger presence for the comprehensive professionals within the Oklahoma Association of Career and Technology Education. CPC is made up of (2) committee representatives from all membership divisions.

### Kaleidoscope Committee

The Kaleidoscope Committee serves to untie the profession of career and technology and advocate awareness of diversity among OkACTE, the students that

are taught, and businesses in which our members are involved.

### Membership Services Committee

The Membership Services Committee serves as an advisory board for the OkACTE membership services. This group annually evaluates the programming that has been implemented, and reviews prospective programming annually

### OkACTE/CCOSA Mutual Benevolence Board

OkACTE & CCOSA Mutual Benevolence Plan (MBP) organizes and facilitates the voluntary, monetary contributions to the beneficiary of an eligible member upon the death of that member. Each program participant contributes \$10.00 to the Mutual Benevolence Plan fund to provide financial assistance to the beneficiary of an active member of the program.

### OkACTE Political Action Committee

The OkACTE PAC is an organization with a purpose to raise money and help finance the campaigns of candidates sensitive to the interests of OkACTE members. The OkACTE PAC allows Oklahoma career and technology educators to pool financial resources providing more substantial influence on the political process.

# MEMBERSHIP BENEFITS

OkACTE is dedicated in providing its members with opportunities to engage in many programs and events to enhance with membership experience. Members can stay abreast of events, changes in legislation, and media surrounding the Oklahoma CareerTech system by engaging with us using the following tools below.

## Membership Emails

Stay in the loop of the events and news involving the Oklahoma CareerTech system. These emails are for members only.

## Legislative Updates

During the Legislative Session, these emails update membership on the bills that are hot topics for the OkACTE members. These emails are typically sent at the end of each week during Legislative Session (February – June).

## ICYMI Emails

*In Case You Missed It* emails are highlights and links from media coverage throughout the state regarding programs and news about the Oklahoma CareerTech system.

## OkACTE/CCOSA Mutual Benevolence Plan

OkACTE has partnered with CCOSA to offer a death plan for members and spouses. In the event of the death of a member or spouse the beneficiary will receive a check from OkACTE to help defray the costs incurred.

*Enrollment available ONLY during the first five years of employment.*

## OkACTE Fellowship Program

The OkACTE Fellowship program was established to provide leadership development for CTE professionals to further their development in professional associations. This program is designed to identify, train and motivate a cadre of leaders who will continue to position the Oklahoma CareerTech system as a leader in developing an educated, prepared, adaptable and competitive workforce. The Fellowship program is a one-year commitment from September to August.

## OkACTE Membership Dues Installment Plan

OkACTE is excited to offer members the opportunity to join or renew their membership with the OkACTE Membership Dues Installation Plan! This opportunity is available to OkACTE members whose annual dues total \$100 or more. Members can elect to participate in the plan based on 2-payment installment options: 4-payments installments to pay in June, July, August and September; or 2-payments installments to pay in September and October. Participation guidelines can be located on the OkACTE website under the Membership tab.

## Retirement & Investing Planning

Annual workshops are presented that will give you tools to make informed decisions about your journey to and beyond retirement.

## OkACTE Website

Members have a one-stop-shop for all things OkACTE with the OkACTE website. Learn more about our programming, sponsorship programs and more at [www.okacte.org](http://www.okacte.org).

## Oklahoma Summit App

Download the OkACTE app for free in the Apple App Store or GooglePlay. This app is used to keep attendees engaged with news and more.

## Professional Liability Insurance

For just **\$40 per year** PLI covers up to \$1,000,000 per insured per occurrence plus the cost of defense, investigation, and legal fees. It also covers up to \$10,000 per member per claim for attorney fees and up to \$1,000 premium on bail bonds.

This brief description of the policy is to provide information only to members and in no way alters or modifies the policy on file with the Association. If you would like to receive a copy of the policy or have questions, please call Carmen Jones at (405)525-8906.

## Cost of Professional Liability Insurance

Insurance premium per member - \$28.00  
Insurance Tax and Fees (6%) - \$1.56

OkACTE Association Service Fee - \$10.44

**TOTAL \$40.00**

# Advocacy

One of OkACTE's major functions is representing the membership before the Oklahoma legislature. The Executive Director works at the Capitol on a daily basis during the legislative session, tracks legislation, educates legislators on career and technology issues, attends meetings and networks with other education organizations.

Every year OkACTE tracks and monitors legislative bills in preparation for Legislative Session. These bills can vary from CareerTech education policy, common education policy, education funding, teacher pay raise, tax credits, licensing, Ad Valorem, retirement, state employee pay raise, guns, economic development and much more. Our goal is to have a pulse on every bill that could positively or negatively impact any area of our system.

## OkACTE Legislative Agenda

In preparation for legislative session, the OkACTE Political Action Committee evaluates and approves a list of priorities. These priorities are guidelines that the Executive Director follows during that year's legislative session. Below is the 2025 OkACTE Legislative Agenda.

# OKLAHOMA ACTE 2025 LEGISLATIVE AGENDA

The Oklahoma Association for Career and Technical Education, OkACTE, advocates for policy and legislation that best serves and protects the integrity of the Oklahoma Career and Technology system. Our legislative priorities reflect our commitment to fostering a skilled workforce and strengthening Oklahoma's economy.

## CAREER DEVELOPMENT & ACADEMIC SUCCESS

- ✓ Protect and strengthen CareerTech's mission and education focus.
- ✓ Maintain flexible graduation requirements that include Career and Technology Education courses and programs.
- ✓ Support pathways to increase health care professionals.

## COMMUNICATION

- ✓ Support clarification on student communication regulations and rules.

## FUNDING

- ✓ Increase funding to CareerTech programs and continue to fund new programs as indicated in ODCTE's recommendation.

## RETIREMENT

- ✓ Ensure TRS remains a defined benefit plan and create incentives for retired educators to return to the classroom
- ✓ Create an innovative process and funding mechanism to support a Cost-Of-Living Adjustment (COLA) for retirees.

## WORKFORCE

- ✓ Support enhancing CTE Apprenticeships and Work-Based Learning opportunities.
- ✓ Eliminate the adjunct teacher annual renewal. Support creating a certification to exist for the entirety of employment of the instructor.



# OkACTE EVENTS

## **ACTE National Policy Seminar**

ACTE holds this annual event to provide attendees with policy and advocacy how-to sessions to help them continue to strengthen support for CTE on a national level, dedicate time on Capitol Hill to meet with legislators and advocate for their CTE programs within their home states. The seminar is generally held in March.

## **ACTE CareerTech Vision**

ACTE's premier conference is a high-quality professional development that provides networking opportunities, educational breakout sessions and direct access to thousands of individuals and organizations representing all facets of career and technical education from across the nation.

## **ACTE Region IV**

ACTE's Region IV conference provides professional development and networking opportunities to ACTE members from Arkansas, Louisiana, Mississippi, New Mexico, Oklahoma, and Texas. Educational breakout sessions and opportunities to learn more regarding the host state is available to participants.

## **Kaleidoscope Symposium**

The OkACTE Kaleidoscope Committee provides CTE professionals an opportunity to learn about culturally responsive approaches to students and colleagues in the CareerTech setting. This professional development provides expert lead workshops, learning experiences and networking.

## **HR Forum**

This is for any CareerTech employee involved in the on-boarding and exiting processes for any CareerTech employee. During the HR Forum, we will cover subjects such as: Benefits of OkACTE membership, the Mutual Benevolence Plan, Professional Liability, and Retiree Membership. Understanding OkACTE Membership Payment Plans and discussion and training for the Positional Membership process.

## **LAUNCH**

Formerly known as Young Professional of CareerTech (YPCT), these events are held to promote networking with fellow Oklahoma CareerTech professionals to allow attendees to explore ways to leverage their professional careers and to gain knowledge in CTE. A meet and greet is held annually

during the OK Summit and for the first time, this year, an additional event was held during the school year. The goals of these events are to help with advancing careers and long-term retention of our professionals.

## **Leadership OkACTE**

Leadership OkACTE is designed to assist division leaders in fulfilling the roles and responsibilities of their office and to the members of their divisions. Leaders are given an opportunity to learn about effective leadership, network with their division officer team and other division leaders and do strategic planning for the upcoming year.

## **Legislative & Appropriations Forum**

Welcome to the legislative process! This event gives OkACTE members the opportunity to give us input as we define the priorities for Legislative Session. Your voice matters to us, and we value your time and effort to be more involved in the process.

## **Legislative Seminar**

Legislative Seminar provides members with advocacy how-to sessions, which help to continue and strengthen support for CareerTech, time to meet with legislators and advocate for CTE programs and allows an opportunity to have their legislators join them for lunch in the Capitol rotunda.

## **Oklahoma Summit**

Oklahoma Summit, formerly known as Oklahoma CareerTech Summer Conference, is held annually the first week of August bringing together approximately 4,000 OK CTE professionals. Attendees are given an opportunity to attend professional development sessions, visit the exhibit hall with over 100 vendors, attend spotlight sessions, networking opportunities and attend the general session where fellow CTE professionals are honored for their outstanding accomplishments to our system.

## **Partners in Progress**

Partners in Progress is held annually to honor our industry partners who work one-on-one with our technology center districts. Each partner is recognized for their commitment to work with our technology centers and students. Legislators are invited to attend the event, where our business partners are encouraged to share their CareerTech success stories.



# MEMBERSHIP FROM NATIONAL TO STATE

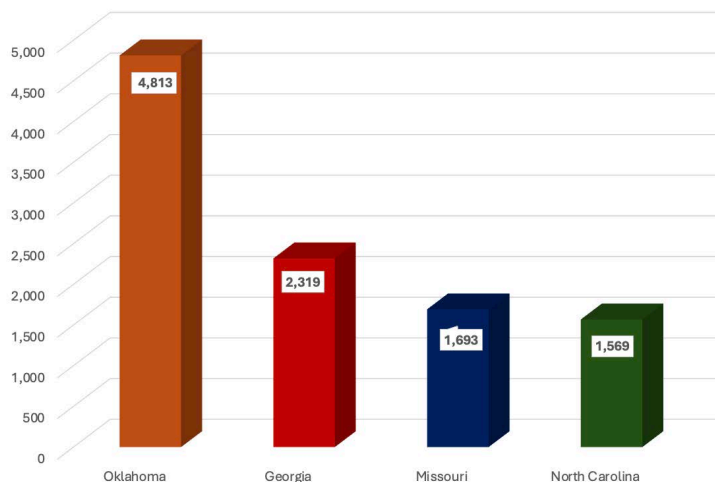
## ACTE MEMBERSHIP

OkACTE is a state affiliate of the Association for Career & Technical Education, ACTE. ACTE is the largest national education association of thriving professionals dedicated to the advancement of education that prepares youth and adults for successful careers. ACTE offers individuals actively engaged and employed in the CTE community a wealth of professional development and networking opportunities. OkACTE has a **unified membership** with ACTE, meaning every OkACTE member holds a state and national ACTE membership simultaneously and benefit from involvement at both local and national levels.



Find out more about [ACTE here](#).

## ACTE STATE MEMBERSHIP BY COMPARISON



## ACTE DIVISIONS

The Association for Career and Technical Education® (ACTE) is organized into 12 Divisions to provide members professional development resources, events, and networking opportunities specific to their position or area of expertise. As an ACTE member, you have designated at least one Division when they join ACTE, and an elected Vice President represents each Division on ACTE's Board of Directors. ACTE division titles may differ from the state divisions.

- [Administration Division](#)
- [Agricultural Education Division](#)
- [Business Education Division](#)
- [Counseling and Career Development Division](#)
- [Engineering and Technology Education Division](#)
- [Family and Consumer Sciences Education Division](#)
- [Health Science Education Division](#)
- [New and Related Services Division](#)
- [Postsecondary, Adult and Career Education Division](#)
- [Trade and Industrial Education Division](#)
- [Work Based Learning](#)

# OKACTE DIVISIONAL IMPACT NATIONALLY

## ACTE Oklahoma Board Members

Oklahoma has a strong presence within ACTE. We've included a listing of Oklahomans who hold positions with the ACTE National Board as well as ACTE National Officers.



**Michael Culwell**  
Region IV Vice President



**Brooke Kusch**  
CCD VP



**Shawn Freie**  
PACE VP



**Karin Davis**  
FCS VP Elect



**LaDonna Selvidge**  
Health VP



## ASSEMBLY OF DELEGATES

Divisions have an impact on ACTE through voting delegates and organized states such as Oklahoma that meet and caucus prior to the ACTE Delegates Assembly have a major impact on many issues. For example: the vote to increase ACTE dues and have an ongoing dues increase based on the consumer price index statistics - did not pass after Oklahoma delegates voiced their opinions.

Within each state, every division has ACTE voting delegates; the number is pro-rated for membership, for example:

- Agricultural Education - 2 delegates
- Education Services– Special Populations (ESSP) - 1 delegate
- T & I Education - 2 delegates

## ACTE National Leadership Fellowship Program

### Two Cohort Types to Enhance Experience

ACTE's premier leadership development program, the National Leadership Fellowship Program, is expanding its offerings by recruiting a cohort of New Professionals! The New Professionals Fellows will be targeted to members with 2-5 years CTE experience and will provide participants with the leadership, professional and policy skills they need to grow as a CTE and ACTE advocate! ACTE will continue to offer the original Experienced Fellows cohort, which is for members with more than 5 years CTE experience.

To apply for the National Fellowship Programs, please visit their site. The applications are due annually in September.

# REGION IV

## ACTE Region IV Membership

As an ACTE member, you are automatically a member of one of five geographic regions. These regions were established to support state associations in providing opportunities for members to get involved at the state and national levels. Each year, regions host their own conferences to provide members with professional development, leadership development and networking opportunities closer to home.

Oklahoma is a member of Region IV along with the following states:

[Arkansas](#)

[Louisiana](#)

[New Mexico](#)

[Mississippi](#)

[Texas](#)

## ACTE Region IV Committees

### Audit Review Committee

Volunteer Commitment: 3-5 hours per year, 3 years  
(July 1–June 30)

Impact of Work: Committee members are primarily responsible for ensuring the Association's financial statements and disclosures are validated and to evaluate the Association's accounting procedures and to oversee ACTE's financial reporting, internal control, and audit processes.

Expertise Required: Financial experience is required.

### Awards Committee

Volunteer Commitment: 50+ hours per year, 2 years  
(July 1–June 30)

Impact of Work: Committee members review and score applications for the ACTE Excellence Awards and collectively determine national award winners. The committee is responsible for maintaining national application requirements, criteria, and rubrics, and providing input on ways to further improve processes and recognition for award winners.

Expertise Required: Previous experience on an awards committee is strongly recommended.

### Bylaws Committee

Volunteer Commitment: 5+ hours per year, 2 years  
(July 1-June 30)

Impact of Work: Committee members are responsible for ensuring the organizational documents of the Association conform to law and are reflective of the desires and needs of members and ensuring appropriate conformity of organizational and operational documents of the Association.

Expertise Required: It is recommended that members of this committee have knowledge of ACTE's organizational structure.

### Nominating Committee

Volunteer Commitment: 7+ hours per year, 2 years  
(July 1-June 30)

Impact of Work: Committee members are responsible for the implementation of the nomination and election process for the governance year. The committee is to abide by the bylaws and approved Policy and Procedures Manual in fulfilling its objectives. The committee is to present at least two candidates for president-elect and ensure all Region and Division vice president candidates meet the required criteria. The entire slate is to be presented to the Assembly of Delegates at ACTE's CareerTech VISION.

Expertise Required: It is recommended that members of this committee have knowledge of ACTE's organizational structure.

# OKLAHOMA ACTE MEMBERSHIP DUES INSTALLMENT PLAN

OkACTE is excited to offer members the opportunity to join or renew their membership with the **OkACTE Membership Dues Installation Plan!** This opportunity is available to OkACTE members whose annual dues total \$100 or more.

## Division Membership Dues

- To participate in the OkACTE Membership Dues Installment Plan there is minimum total membership dues amount of \$100.
- Membership dues include OkACTE dues (\$60), ACTE dues (\$80) and Divisional dues (both national and state dues).
- Installation payments for membership dues are outlined in the Initial Division Dues Chart.
- Additional dues can be included in the OkACTE Membership Dues Installation Plan. The additional charges for the dues will include state and national for each division chosen after your initial selection. These charges are explained in the "Additional Division Dues Add-On" Chart. Please note: when selecting additional divisions, there is a \$10 charge per national division chosen, which is included in the total cost.

## Installment Payment Guidelines

Participants must choose an installation plan and day of payment from below. All payments are completed by Automatic Clearing House (ACH). Checking account information must be provided.

**Payments in 2 installments:** Transactions to be made in September and October on designated day.

**Payments in 4 installments:** Transactions to be made in June, July, August and September on designated day.

**Day of Payments:** Participants must choose from the 5th or 20th for monthly installment payments.

## Terms and Conditions

1. I agree to pay my OkACTE Membership Dues Installment Plan balance under the terms of the plan (includes a \$2.00 fee for each installation payment). \*Total dues minimum \$100 to participate.
2. I understand that conference registration and contributions to scholarships, funds and add-ons such as OkACTE PAC are not eligible for the OkACTE Membership Dues Installment Plan.
3. I agree that the plan can't be changed or cancelled after it is approved.
4. I agree my account will have the available funds as indicated by my payment option and division fees.
5. I understand I can choose to pay for both primary division and secondary division dues amount.
6. I understand that all payments must be submitted to OkACTE by October 24, 2025 to be in good standing for the 2025-2026 year.

### 4 payment installments:

7. I understand the completed OkACTE Membership Dues Installment Plan form must be received in the OkACTE office by April 1, 2025 to enroll for the 4-payment installation plan (June – September).
8. I agree to update my registration on the Oklahoma Summit website, [conference.okacte.org](http://conference.okacte.org) by May 31, 2025 to process my initial payment. Select OkACTE MDIP at check out.

### 2 payment installments:

9. I understand the completed OkACTE Membership Dues Installment Plan form must be received in the OkACTE office by August 8, 2025 to enroll for the 2-payment installation plan (September & October).
10. I agree to update my registration on the Oklahoma Summit website, [conference.okacte.org](http://conference.okacte.org) by August 8, 2025 to process my initial payment. Select OkACTE MDIP at check out.

## Insufficient Funds Policy

11. **Insufficient Funds Fee:** If I fail to pay, I understand I will be charged a \$25 insufficient funds fee and will be responsible for the remaining balance which must be submitted by credit card or money order.
12. **Lose Eligibility for Payment Plan:** If a payment is submitted and returned as insufficient funds, I understand I will be removed from the OkACTE Membership Installment Plan.

<b>Initial Division Membership Dues Chart</b>		
<b>DIVISION/Section</b>	<b>2 Installments</b>	<b>4 Installments</b>
ADM OKCTEEC	\$102.00	\$52.00
Administration (ADM)	\$102.00	\$52.00
Agricultural Education (AG)	\$169.50	\$85.75
Agricultural Business Management (ABM)	\$129.50	\$65.75
Business, Marketing, Information Technology Education (BMITE)	\$84.50	\$43.25
Communications and Marketing (C&M)	\$84.50	\$43.25
Counseling & Career Development (CCD)	\$82.00	\$42.00
Curriculum, Instruction and Assessment (CIA)	\$89.50	\$45.75
Education Services- Special Populations (ESSP)	\$82.00	\$42.00
Family Consumer Sciences (FCS)	\$89.50	\$45.75
General & Related Subjects	\$84.50	\$43.25
Health Education Careers (HEA)	\$84.50	\$43.25
Human Resources	\$104.50	\$53.25
Information Technology (IT)	\$89.50	\$45.75
Makers of Policy	\$84.50	\$43.25
Postsecondary Adult Career Education (PACE)	\$82.00	\$42.00
Science, Technology, Engineering and Math (STEM)	\$84.50	\$43.25
Support Staff (SS)*	\$64.50	\$33.25
Trade and Industrial Education (T&I)	\$78.00	\$40.00

<b>Additional Division Membership Dues Chart</b>		
<b>DIVISION/Section</b>	<b>2 Installments</b>	<b>4 Installments</b>
ADM OKCTEEC	\$35.00	\$17.50
Administration (ADM)	\$35.00	\$17.50
Agricultural Education (AG)	\$102.50	\$51.25
Agricultural Business Management (ABM)	\$62.50	\$31.35
Business, Marketing, Information Technology Education (BMITE)	\$17.50	\$8.75
Communications and Marketing (C&M)	\$17.50	\$8.75
Counseling & Career Development (CCD)	\$15.00	\$7.50
Curriculum, Instruction and Assessment (CIA)	\$27.50	\$13.75
Education Services- Special Populations (ESSP)	\$15.00	\$7.50
Family Consumer Sciences (FCS)	\$22.50	\$11.25
General & Related Subjects	\$17.50	\$8.75
Health Education Careers (HEA)	\$17.50	\$8.75
Human Resources	\$37.50	\$18.75
Information Technology (IT)	\$22.50	\$11.25
Makers of Policy	\$17.50	\$8.75
Postsecondary Adult Career Education (PACE)	\$15.00	\$7.50
Science, Technology, Engineering and Math (STEM)	\$17.50	\$8.75
Support Staff (SS)	\$12.50	\$6.75
Trade and Industrial Education (T&I)	\$11.00	\$5.50
Work-Based Learning (WBL)	\$5.00	\$2.50



# MEMBERSHIP DUES INSTALLMENT PLAN

OkACTE is excited to offer members the opportunity to join or renew their membership with the OkACTE Membership Dues Installation Plan! This opportunity is available to OkACTE members whose annual dues total \$100 or more.

## Here's How it Works:

- Complete this Membership Dues Installment Plan Enrollment Form
- Join or renew on-line only (conference.okacte.org). Select the Membership Dues Installment Plan option at checkout.
- Dues must total \$100 or more for participation.
- All installment payments are completed as an ACH charge.
- The first installation payment will be charged based on your selected plan and day of the month as indicated below.
- A \$2.00 transaction fee has been added in the calculation for each installment.
- If your installment payment fails, you will be charged \$25 for insufficient funds and removed from the OkACTE Membership Dues Installment Plan. Total payments must be completed by the end of September.
- The completed form must be submitted to OkACTE by April 1, 2025 to enroll for 4 payment installments.
- The completed form must be submitted to OkACTE by August 8, 2025 to enroll for 2 payment installments.

**YES! I want to participate in the OkACTE Membership Dues Installment Plan!**

Name Last 4 of SSN

Email

Home Address

School/Institution

Job Title/Position

## Customize Your Payment Plan

Choose an Installment Plan:  2 Installation Payments (September & October)  4 Installation Payments (June - September)

Select a day for your monthly ACH:  5th  20th

## Membership Division

**Initial Division:** Please select a membership division

**Additional Division:** Additional Membership Division

## ACH Banking Information

Financial Institution:

Bank Routing Number:

Account Number:

authorize OkACTE to ACH from my account for monthly installments for my 2025-2026 membership dues.

Member Signature Required

This form must be completed and submitted to the OkACTE office to enroll in the OkACTE Membership Installment Plan. Forms can be submitted electronically to [cjones@okacte.org](mailto:cjones@okacte.org) or mailed to OkACTE, 2801 N. Lincoln Blvd. Ste. 130, Oklahoma City, Ok 73105.

## CCOSA/OkACTE Mutual Benevolence Plan (MBP) Guidelines

Program Component	Program Guideline
<b>Enrollment Window</b>	Within the first 3 years of OkACTE membership or when the board approves open enrollment
<b>Eligibility to Participate</b>	<p>Active and Retired OkACTE Members and their Spouses</p> <p>Retired members must have been a member of the plan at least (5) years prior to their retirement. They are also required to maintain their OkACTE/ACTE Loyalty Membership dues.</p> <p>Newly married participants can enroll their spouses within 60 days after their marriage</p>
<b>Update to Membership type</b>	<p>Current OkACTE members and their spouses are included in one pool. Each person, member and/or spouse, will be listed as a MBP participant, and will be required to pay the \$10 fee per death</p> <p><b><i>Upon the death of the OkACTE member, the membership of the spouse is terminated</i></b></p>
<b>Cost to Participate</b>	<p>\$20.00 to enroll + \$20.00 to get two deaths ahead in the program= <b>\$40</b></p> <p><b><u>All MBP participants</u></b> will pay \$10.00 per death after initial fees are paid</p>
<b>Staying Active in MBP</b>	Membership must be current with OkACTE and payments received before 60-day drop date
<b>Billing/Payments</b>	<p>CCOSA bills all participants \$10.00 after a death occurs</p> <p>Participants have 60 days after a death to pay their \$10.00 and stay active in MBP</p> <p><b><u>Participants are dropped from the program after 60 days of non-payment</u></b></p>
<b>Returning to Active Status</b>	In order to return to active status the individual would pay a \$30.00 reinstatement fee + \$20.00 to get two deaths ahead in the program
<b>Payout to Beneficiary</b>	95% of monies in pool distributed to designated MBP participant beneficiary
<b>Available Funds</b>	MBP will always be two deaths ahead in the fund

### How to Register:

- Log onto the OkACTE website, [www.okacte.org](http://www.okacte.org)
- Go to Membership Information Page
- Select Mutual Benevolence
- Select Register in the CCOSA/OkACTE Mutual Benevolence Plan

In the event of a claim, please contact:

**Lori Pack**  
Assistant Vice President, RT Specialty – Houston  
713.806.0142 mobile  
713.351.8435 direct  
[Lori.Pack@rtspecialty.com](mailto:Lori.Pack@rtspecialty.com)

Secondary Contact:  
**Becky Thomson**  
Senior Vice President, RT Specialty – Houston  
713.385.6527 mobile  
713.351.8262 direct  
[Becky.Thomson@rtspecialty.com](mailto:Becky.Thomson@rtspecialty.com)

This Is Not A Certified Copy Of The Policy But A Summary And Is Provided For Reference Only. The Coverage Provided Under The Policy In The Event Of A Loss Or Occurrence Is Subject To All Of The Terms, Conditions, Provisions, Limitations, And Exclusions Contained In The Master Policy On File With The Policyholder, Including All Amendments, Endorsements And Additions Thereto. Agents should read the full policy form and any applicable Amendments, Endorsements for full Terms, Conditions, Provisions, Limitations, And Exclusions and should encourage their policyholders to do the same. Coverage may be provided through a risk purchasing group.

**RT ProExec**

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# EDUCATORS PROFESSIONAL LIABILITY INSURANCE

Available to members of:

OKLAHOMA  
**ACTE**

OkACTE  
2801 N Lincoln Blvd Ste 130  
Oklahoma City, OK 73105  
405.525.8906

Underwritten by a Carrier rated  
A+ XV Superior by A.M. Best





Available to members of:

## Oklahoma Association of Career and Technology Education

### SUMMARY OF COVERAGE

#### COVERAGE A – Educators Professional Liability

For claims arising out of a member's duties as an educator, including civil rights issues

- Up to \$1,000,000 per insured, per occurrence
- \$3,000,000 per occurrence
- Corporal Punishment is covered if administered according to the laws of the jurisdiction in which the school is located.
- Defense costs are outside the Liability limit.

#### COVERAGE B – Reimbursement of Attorney Fees

- Up to \$35,000 for Criminal Action or Proceeding, if exonerated. Up to \$10,000 of this amount is available without regard to judgment.
- Up to \$10,000 for Sexual Misconduct Action or Proceeding (amount available regardless of judgment).
- Up to \$10,000 for Professional Rights or Credential Action or Proceeding. Up to \$1,000 of this amount is available regardless of outcome.
- Up to \$10,000 for Civil Rights Violation Action or Proceeding (amount available regardless of outcome).

#### COVERAGE C – Bail Bonds

- Up to \$1,000 per bail bond, per insured

#### COVERAGE – Identity Theft

- Up to \$10,000 per insured, per policy period

## FREQUENTLY ASKED QUESTIONS

#### Why is professional educator insurance valuable to me as an educator?

A professional educator policy will help guard you against financial devastation in the event you are named in a serious lawsuit arising in the course and scope of your responsibilities as an educator. Facts tell us that litigation against schools and educators has risen significantly in the recent years. In today's educational climate, it is as important to insure your professional career as it is to insure your car, your home and your health.

#### Will my school district not have liability insurance?

The district's policy covers the district first and foremost, and in certain circumstances, its plan will not cover you or your legal fees. In today's litigious environment with respect to education, it is only wise to have your own insurance coverage in place that names you as the insured party. Additionally, the school district's policy limits may be exhausted quickly in any given lawsuit. Our policy provides extra protection in the event the district's limits are insufficient to pay your claim.

#### What is covered under the policy?

The policy responds to a broad range of exposures, such as:

- Negligent supervision
- Bodily injury and property damage
- Violation of a student's civil rights
- Failure to educate
- Improper methods of instruction
- Hiring unqualified persons
- Corporal Punishment-related injury to a student
- Allegations of sexual misconduct with a student
- Criminal investigations and proceedings
- Corporal Punishment-related injury to a student  
(if permitted in the jurisdiction where the school is located)
- Allegations of sexual misconduct
- Criminal investigations or proceedings
- Employment issues at school
- Credentialing issues
- Civil Rights issues

#### When does my insurance policy respond?

Our form is occurrence-based, which means as long as the occurrence that resulted in litigation took place while the Educators Professional Liability was in effect, then the policy will respond. Even if you are no longer a member of the association, the policy applies as long as the policy was in force when the incident occurred and you were a member in good standing at that time.

#### Does this insurance cover Criminal Proceedings or Sexual Misconduct Allegations against me?

Yes, our policy covers criminal acts and sexual misconduct under Coverage B - Reimbursement of Attorney Fees. Criminal Actions or Proceedings are covered up to \$35,000 per claim, per insured, if exonerated. \$10,000 of this amount is available without regard to final judgment. Sexual Misconduct allegations are covered up to \$10,000. This amount is available regardless of final judgment.