

Minutes for State Board for Career and Technical Education
August 24, 2026 Meeting/Retreat

Call to Order:

The meeting/retreat of the State Board for Career and Technical Education was held on Monday, August 24, 2026, in the Hughes Educational Center Board Rooms and via Microsoft Teams. It was called to order by Chair Sonia Meehl at 10:00 am CT. Voting members present include:

Superintendent Levi Bachmeier
Board Member Phillip Davis
Board Member Lyndsi Engstrom
Board Member Morgan Forness
Deputy Commissioner Lisa Johnson
Vice-Chair Mike McHugh
Chair Sonia Meehl
Board Member Eric Nelson
Board Member Jason Rohr

Also present: Wayde Sick, John Gruenberg, Mark Openshaw, Daniel Spellerberg, Jennifer Ferderer, Daniel Driessen, Jason Butcher and Lorie Ruff. Meeting chat information for this meeting does not exist.

Outcome Progress Monitoring:

Director Sick referenced the slides included in the material packet and reviewed the Director Guardrail Progress Measures 2.1, 2.2 and 3.3. Target for 2.1, which pertains to the percent of qualified CTE Educators, was 88% and our progress is currently at 88.2%. To maintain our growth the Department will continue monitoring all educators who are currently on a plan of study to ensure they complete, continue to advocate for CTE educators to utilize the NDRise program to ensure mentorship opportunities exist for first and second year instructors and continue to partner with ESPB to provide standardized process across all program areas.

Measure 2.2, number of CTE Educators that attend professional development that aligns with our vision and goals, had an annual target set as 1,370. Our progress is currently at 1,411. To continue this growth the Department will continue to assess professional development needs of the field and identify, develop and endorse training opportunities as well as review the comments from PDC to continue to improve our conference.

Progress Measure 3.3, number of public/private partnerships generated by the Department, has a target of 1,045 for 2025-26. Our current progress is 977. Director Sick reminded members that we had surpassed the total target initially set and had increased this target significantly. In investigating the cause, we discovered that some sponsorships were previously calculated twice. Another discovery was that some CTSO sponsorships were reduced. To ensure that we continue to increase our numbers, the Department will continue to utilize our vendors (Compass) and Work-Based Learning Coordinator training to expand awareness, staff will continue to engage with the private sector to develop CTSO partnerships and learn more about pre-apprenticeship and develop strategies to engage employers and CTE programs in partnerships.

Phillip Davis moved to accept Director Sick's Outcome Progress Monitoring report as presented and it was seconded by Mike McHugh. The motion passed unanimously.

Consent Agenda:

Lisa Johnson moved to approve and accept the items listed on the consent agenda and it was seconded by Morgan Forness. The motion passed unanimously.

Items for Discussion and Possible Action: None

Board Retreat Topics

Procedural Manual Review: Mark Openshaw gave an overview of Century Code and how this Board should annually elect officers. Chair Meehl and Director Sick reviewed the proposed procedure that was included in the material packet. Following discussion and revisions to the procedures, Mike McHugh move to approve the procedure manual as amended and it was seconded by Phillip Davis. The motion passed unanimously.

Board Meeting Cadence Discussion: Director Sick presented his proposal to reduce the number of meetings this Board holds from ten to six meetings per year. Discussion was held on six meetings versus quarterly meetings and it was felt that if the need arises, the Board could hold a special meeting. Eric Nelson moved to approve the adjusted meeting cadence and monitoring calendar as presented and it was seconded by Lyndsi Engstrom. With no further discussion a roll call vote was administered:

Superintendent Levi Bachmeier – Yes
Board Member Phillip Davis – Yes
Board Member Lyndsi Engstrom - Yes
Board Member Morgan Forness – Yes
Deputy Commissioner Lisa Johnson – Absent for Vote
Vice-Chair Mike McHugh – Yes
Board Member Eric Nelson – Yes
Board Member Jason Rohr – Yes
Chair Sonia Meehl - Yes
8-0-1 Absent

Chair Meehl inquired to Mark Openshaw if the previous motion should be a roll call vote. Upon his agreement, a roll call vote was administered on the motion to approve the Board officer election procedure.

Superintendent Levi Bachmeier – Yes
Board Member Phillip Davis – Yes
Board Member Lyndsi Engstrom - Yes
Board Member Morgan Forness – Yes
Deputy Commissioner Lisa Johnson – Absent for Vote
Vice-Chair Mike McHugh – Yes
Board Member Eric Nelson – Yes
Board Member Jason Rohr – Yes
Chair Sonia Meehl - Yes
8-0-1 Absent

Other Board Recommended Edits: Lyndsi Engstrom reported that the Procedure Manual Subcommittee will reconvene in September to address changes that are adopted today. Members of this Subcommittee include

Jason Rohr, Mike McHugh and Lyndsi Engstrom. If any member has suggestions for this Subcommittee, please send them to Director Sick who will pass them on. They will provide the full Board with an updated procedural manual at the November meeting.

Outcome Progress Monitoring Discussion

Director Guardrail 1: Director Sick reviewed proposed changes for Director Guardrail 1 and the reason for this recommendation. Levi Bachmeier moved to accept the proposed changes as presented and it was seconded by Phillip Davis. With no further discussion a roll call vote was administered:

Board Member Lyndsi Engstrom - Yes
Board Member Morgan Forness – Yes
Deputy Commissioner Lisa Johnson – Yes
Vice-President Mike McHugh – Yes
Board Member Eric Nelson – Yes
Board Member Jason Rohr – Yes
Superintendent Levi Bachmeier – Yes
Board Member Phillip Davis – Yes
President Sonia Meehl - Yes
9-0-0 Absent

President Meehl requested that new pictures of members be conducted at this time.

Board Member Phillip Davis left meeting at 12:00 pm CT.

Lunch was served and short break given.

The meeting reconvened at 12:28 pm CT.

Director Guardrail 2: Director Sick continued his proposed changes for Director Guardrail 2 and reasoning for the change. Jason Rohr moved to accept the proposed guardrail addition and it was seconded by Lisa Johnson. With no further discussion a roll call vote was administered:

Board Member Morgan Forness – Yes
Deputy Commissioner Lisa Johnson – Yes
Vice-President Mike McHugh – Yes
Board Member Eric Nelson – Yes
Board Member Jason Rohr – Yes
Superintendent Levi Bachmeier – Yes
Board Member Lyndsi Engstrom - Yes
President Sonia Meehl - Yes
8-0-1 Absent

Redraft of Monitoring Calendar: Director Sick presented a revised monitoring calendar to reflect the adoption of the proposed meeting cadence recommendation. Discussion was held on holding one meeting per year at a center or school. Mike McHugh moved to approve the redraft of the monitoring calendar as proposed and it was seconded by Morgan Forness. With no further discussion a roll call vote was administered:

Board Member Eric Nelson – Yes
Board Member Jason Rohr – Yes
Superintendent Levi Bachmeier – Yes
Board Member Lyndsi Engstrom - Yes
Board Member Morgan Forness – Yes
Deputy Commissioner Lisa Johnson – Yes
Vice-President Mike McHugh – Yes
President Sonia Meehl - Yes
8-0-1 Absent

Levi Bachmeier left meeting at 2:06 pm CT.

Community Engagement Committee Update: President Meehl informed members that Jason Rohr had presented the Board's Community Engagement Presentation to approximately 30-40 secondary and postsecondary Directors during the Professional Development Conference the beginning of August. Jason reflected on his experience and give suggestions on how to improve or adjust the presentation to the different stakeholders that this will be presented to.

Director Sick referred to the material packet to a list of potential conferences and meetings members can consider presenting at. Jason Rohr volunteered to research these groups and the process to get on their agenda. President Meehl and Jason Rohr will present during the Joint Boards Meeting on September 29.

The Subcommittee consists of Jason Rohr, Mike McHugh and President Meehl. The Committee will meet prior to the September 29 presentation.

2027 Legislative Session: Director Sick reviewed tentative dates for the upcoming session along with the Department's budget priorities and requests. Discussion was then held on the CTE Board Structure and how members are actually appointed by the Governor's Office to the State Board of Public School Education and then automatically on the CTE State Board. Director Sick working with Superintendent Bachmeier and the Governor's Office have drafted a bill decoupling the two Boards.

Infinite Campus – DPI Presentation: Director Sick introduced Tony Ambrose, Bridge Executive Lead, Nexus and Levi Erdmann, ITDS Director for a presentation regarding Infinite Campus. They informed members of the rollout timelines and data updates with the new software. A copy of the presentation is saved in the Board's team channel.

Funding Policy Discussion: Director Sick reported how the Department is continuing to work on the implementation of the revised funding policy and discussion was held on the definition for a full-time FTE and the equation to funding those FTE's. Director Sick will review the procedure policy to ensure that verbiage is correct.

NDCTE and Board Responsibilities outside of Board's Outcome Goals (NDCC Review): Director Sick reviewed the ND Century Code that governs this Board. He then reported the other programs that the Department is responsible for that are not reflected in century code or reflected in progress monitoring.

Election of Board Officers: President Meehl reminded everyone of the nomination process and opened the floor for nominations for President. Nominees included Sonia Meehl, Lyndsi Engstrom and Mike McHugh. President Meehl declared nominations closed and asked for a roll call vote:

Board Member Lyndsi Engstrom - Lyndsi
Board Member Morgan Forness – Lyndsi
Deputy Commissioner Lisa Johnson – Sonia
Mike McHugh – Sonia
Board Member Eric Nelson – Sonia
Board Member Jason Rohr – Lyndsi
Sonia Meehl - Sonia
Lyndsi – 3, Sonia – 4, Mike – 0

Sonia Meehl was declared President

Nominations were then opened for Vice-President. Nominees included Lyndsi Engstrom and Mike McHugh. President Meehl declared nominations closed and asked for a roll call vote:

Board Member Jason Rohr – Lyndsi
Board Member Lyndsi Engstrom - Lyndsi
Board Member Morgan Forness – Lyndsi
Deputy Commissioner Lisa Johnson – Lyndsi
Mike McHugh – Lyndsi
Board Member Eric Nelson – Mike
President Sonia Meehl - Lyndsi
Lyndsi – 6 and Mike – 1

Lyndsi Engstrom was declared Vice-President

The effective date of these terms will be 8/24/26 until next annual election.

Mark Openshaw reported that the Attorney General’s Office hosts a training for Board members that may be of interest to members of this Board. The training will be held on October 22. Mark will get the agenda and registration instructions to this Board.

Director Sick reminded members that the Department pays for their ACTE memberships which are coming due shortly and another opportunity for resources could be Advance CTE instead. Discussion was held on if members had a preference. Director Sick will get both organization’s information to members for their review.

The Board thanked Lorie Ruff for her 33 years of service to NDCTE and wished her well on her retirement.

There being no other business brought before the Board, the meeting adjourned at 2:43 pm.

Sonia Meehl
SBCTE Chairperson