

**Minutes for State Board for Career and Technical Education  
State Director Evaluation Process Subcommittee**

**Call to Order:**

The meeting of the State Board for Career and Technical Education State Director Subcommittee was held on Monday, July 1, 2024, via Microsoft Teams. It began at 12:00 am CT.

Present:

Ms. Lyndsi Engstrom  
Ms. Kirsten Baesler  
Ms. Sonia Meehl  
Ms. Marcia McMahan

Also present: Lorie Ruff

Marcia presented the Director Survey that she had compiled and members had submitted feedback. There was discussion on the purpose and intent of the survey and it was agreed that this document belongs to Director Sick. It was felt that we should have two separate surveys, one for Board members and one for CTE Directors/CTE employees. Marcia also exhibited an evaluation template that the Board will use to evaluate the Director.

Marcia will work on updating the data template by including the Guardrails, compile a document using our current evaluation procedures and update the survey with the suggestions she received. Watch for these documents July 5 and provide any feedback prior to July 10.

The next subcommittee meeting will be July 16 at 9:00 am.

The meeting adjourned at 1:07 pm.