

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

**Call to Order:**

The meeting of the State Board for Career and Technical Education State Director Subcommittee was held on Monday, July 11, 2022, in the CTE Conference Room. It began at 9:00 am CT.

Present:

Ms. Kirsten Baesler  
Ms. Lyndsi Engstrom  
Ms. Sonia Meehl  
Mr. Sick

Also present: Lorie Ruff

The committee reviewed the job description of the CTE State Director/Executive Officer and made necessary changes to reflect current activities. The qualifications for this position were also discussed and updates.

The procedures and timelines were updated as well as the formative and summative assessments. All updated documents will be brought before the Board at the July meeting. These procedures will be put in place after approved by the Board and goals set at the Strategic Planning Session in August.

The meeting adjourned at 12:30 pm.