

**Minutes for State Board for Career and Technical Education  
Procedure Manual Subcommittee**

The meeting of the State Board for Career and Technical Education Procedure Manual Subcommittee was held on Thursday, October 2, 2025, via Microsoft Teams. It began at 1:00 pm CT.

Present:

Ms. Lyndsi Engstrom

Mr. Mike McHugh

Mr. Jason Rohr

Also present: Laurie Elliott and Lorie Ruff

Members continued to update the manual that is housed on the Board's team channel. Prior to the next meeting, members are to review Section 3.0 Delegation.

Next Steps:

Lorie Ruff will ensure that the Goals, Guardrails and Progress Measures are the current ones and send updated document to Laurie Elliott.

The next meeting will be October 20, 2025 at 12:30 pm.

The meeting adjourned at 2:05 pm.