

**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 Tuesday, December 2, 2025, via Microsoft Teams. It began at 8:00 am 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 resuming with Section 4.8. Discussion was held on public comments and does it apply to our Board meetings.

Next step:

Continue to review starting with Section 4.9.

Lyndsi with review sections with Chair Meehl and report back at next meeting.

The next meeting will be December 16, 2025 at 1:30 pm.

The meeting adjourned at 9:35 pm.