

**Minutes for State Board for Career and Technical Education
August 25, 2025 Meeting/Retreat**

Call to Order:

The State Board for Career and Technical Education members attended a meeting/retreat at the Career Impact Academy in Grand Forks. Members attended in person and via Microsoft Teams. It was called to order by Chair Sonia Meehl at 9:08 am CT.

Voting members present include:

Board Member Levi Bachmeier
Superintendent Kirsten Baesler
Board Member Pat Bertagnolli
Board Member Lyndsi Engstrom
Vice Chancellor Lisa Johnson proxy for Chancellor Brent Sanford
Vice-Chair Mike McHugh
Board Member Eric Nelson
Board Member Jason Rohr

Also present: Wayde Sick, John Gruenberg, Gwen Ferderer, Laurie Elliott, Daniel Spellerberg, Eric Ripley, Sarah Johnson, Pam Stroklund, Kenzie Brown and Lorie Ruff.

Meeting chat information for this meeting does not exist.

Wayde Sick introduced Mr. John Gruenberg, CTE's new Assistant State Director.

Outcome Progress Monitoring:

Director Sick presented an update for Director Guardrail 2, The Director will not allow the Department to operate without systems to ensure high quality instructors, along with the progress measures. Progress Measure 2.1 had a 2024-25 target of 87% of qualified CTE educators. We only progressed to 84.6% and did not meet our target. The Department's next steps are to continue to monitor all educators who are currently on a plan of study to ensure they continue through completion and continue to advocate for CTE educators to utilize the NDRise program. There were presentations of the program held during our PD Conference in August to CTE Administrators and Instructors.

Progress Measure 2.2 target was 1,200 educators, the number of CTE educators that attend professional development. We progressed to 1,362 for 2024-25. Although some of those are duplicate numbers as educators can attend more than one event, we met our goal. The Department's next steps include Director and Assistant Director to meet with Program Supervisors to determine the needed professional development opportunities and develop a 2025-26 calendar. The Department will also study PD Conference attendance and determine gaps and strategies to address.

For Director Guardrail 3, The Director will not allow the Department to operate without systems in place to encourage public/private partnerships, Progress Measure 3.3 target was 910. Our progress for 2024-25 is 1,036 which is again a duplicate number. The Department's next steps include continuing to engage with the private sector to develop CTSO partnerships, continue to utilize our vendors – Compass and WBL Coordinator Training – to expand awareness of work-based learning and learn more about pre-apprenticeship to develop strategies to engage employers and CTE program partnerships.

Mike McHugh moved to accept the Director's Guardrail report for Progress Measure 2.1, 2.2 and 3.3 as presented and it was seconded by Eric Nelson. The motion passed unanimously 9-0-0.

Board Self Evaluation:

Chair Meehl guided the completion of the Board's Quarterly Progress Tracker for Quarter 2. The completed form will be saved in our Teams channel for member's access.

Levi Bachmeier moved to approve the Board Self Evaluation which includes the Quarterly Progress Report and the Time Use Trackers. Jason Rohr seconded the motion. The motion passed unanimously 9-0-0.

Consent Agenda:

Lyndsi Engstrom moved to approve and accept the items listed on the consent agenda and it was seconded by Mike McHugh. The motion passed unanimously 9-0-0.

Items for Discussion and Possible Action:

There were no items.

Board Retreats:

After a short break the members returned to move into the retreat training which was led by Laurie Elliott. Items reviewed included Theory of Action and Board Guardrails.

Chair Meehl called for recess at 11:45 am and those attending in person participated in lunch followed by a presentation from Eric Ripley and tour of the new Career Impact Academy.

The retreat was reconvened at 1:35 pm.

Director Sick reviewed the Board Student Outcome Goals. Discussion was held on rural students and special population targets and what members felt is significant to target. Wayne will revise Goal 1 – Goal Progress Measures 1.1 and 1.3 prior to the next meeting.

Director Sick's recommendations for the Monitoring Calendar were reviewed. The changes would align the calendar more with when data is made available.

Laurie Elliott reminded members of the Community Engagement Subcommittee and their responsibilities. This subcommittee will reconvene and a meeting will be set up. Members of this subcommittee will be Sonia Meehl, Mike McHugh, Kirsten Baesler and Jason Rohr along with the help of Laurie Elliott. Since this is a public meeting, Lorie Ruff will be involved for minute-taking purposes.

The next subcommittee to be created will be the Procedure Manual Subcommittee. Laurie reviewed the document and purpose of this manual. Members of this subcommittee will be Lyndsi Engstrom, Mike McHugh and Jason Rohr along with Trainer Laurie Elliott. Again, being a public meeting Lorie Ruff will be included.

Chair Meehl reviewed the 2025-26 Board Calendar and the procedures and timelines associated with meeting material packets.

The Director Evaluation was reviewed and it was agreed that the process needs to be streamlined. After discussion, it was recommended that Chair Meehl and Director Sick revise the procedures and bring their proposed documents to the September meeting.

Chair Meehl reminded members that the September Board Meeting will be held on September 23 due to the Joint Board Meeting on September 22. Watch for location notice of the 23rd meeting since the Department will be moved but we do not know the status of our AVI equipment.

Discussion was held on the E&M Contract that will expire 10/30/2025. Laurie Elliott agreed that they will continue to offer their services on as-needed basis.

The retreat adjourned at 4:11 pm CT.