

**Minutes for State Board for Career and Technical Education
August 28, 2023**

Call to Order:

The regular meeting of the State Board for Career and Technical Education was held on Monday, August 28, 2023, via Microsoft Teams. It was called to order by Chair Sonia Meehl at 10:00 am CT.

Voting Members Present:

Superintendent Kirsten Baesler
Board Member Pat Bertagnolli
Board Member Lyndsi Engstrom
Chancellor Mark Hagerott
Board Member Burdell Johnson
Vice-Chair Josh Johnson
Board Member Mike McHugh
Board Member Eric Nelson

Also present: Wayde Sick, Mark Wagner, Gwen Ferderer, Marcia McMahon, Laurie Elliott and Lorie Ruff.

Meeting chat information for this meeting does not exist.

Director's Report – Draft Board Outcome Goals:

Chair Sonia Meehl reminded members that Wayde Sick, Mark Wagner, Marcia McMahon and Chair Meehl met virtually on August 16 to develop goals for their consideration. At that meeting they reviewed the duties assigned to this Board by state statute and with Marcia McMahon's assistance created the three potential goals that were in the material packet. Wayde Sick informed members that these goals were designed to align with the PK-12 Education Strategic Vision Framework as well as the current CTE Strategic Plan and Consolidated Annual Report measures. It was suggested by Lyndsi Engstrom to refer to the five descriptors of size, scope, quality, equity and access when setting the progress measures. The next steps will be to determine the baseline numbers and set progress measures before having the Boards approval.

Due to other commitments, Marcia McMahon left the meeting at 10:23 am.

Before moving to the next agenda item, Laurie Elliott explained the functionality of Consent Agenda. The material packet will be sent to Board Members approximately 10 days prior to the next meeting. Items that will need approval such as meeting minutes, financial reports, etc. will be listed under Consent Agenda. Members will review the material and submit any questions to Wayde Sick who will compile and respond to these questions to all members in one blanket email. Items that need further discussion will be moved from Consent Agenda to the main agenda. Items in Consent Agenda will be acted upon in one single motion. It was recommended to set 72 hours prior to the meeting as a guideline for pulling items into the main agenda to give staff time to prepare for the board meeting.

Consent Agenda:

Since the process was not in place, Chair Sonia Meehl suggested that the Board act on the two items separately.

Consideration of June 26, 2023 minutes: Mike McHugh moved to approve the June 26 minutes as presented. Superintendent Baesler asked for discussion and stated that the 2023-2025 CTE Funding Policy vote was missing a seconded motion. After discussion, Mike McHugh withdrew the motion for further research and clarification.

Financial Report: Gwen Ferderer reviewed the General Fund and Carl Perkins Reports showing the actual expenditure amounts and remaining dollars. She also presented the CTE Appropriation Report referencing the large amount under operating expenses which is the RUMReady payment. Chancellor Hagerott moved to accept the financial reports as presented and it was seconded by Vice-Chair Josh Johnson. With no further discussion, the motion passed unanimously.

Discussion Items:

State Director Job Description: Wayde Sick has updated his job description striking out any reference to Center for Distance Education since they are no longer under CTE. This revised document was included in the material packet. Lyndsi Engstrom moved to approve the revised version of the State Director's job description and it was seconded by Eric Nelson. With no further discussion a roll call vote was administered:

Lyndsi Engstrom – Aye
Chancellor Hagerott - Aye
Burdell Johnson - Aye
Vice-Chair Josh Johnson – Aye
Mike McHugh – Aye
Eric Nelson – Aye
Superintendent Baesler – Aye
Pat Bertagnolli – Aye
Chair Meehl – Aye
9-0-0 Absent

2022-2023 State Director Outcome Goals: Chair Sonia Meehl reminded members of the goals they had set last year for the Director. After discussion, it was decided that a couple of these goals are well on their way to completion but rather than abandoning them at this point, incorporate them into the progress measures of the new goals.

Board Comments:

Discussion was held on sending the material packet to members 10 days prior to meeting and the process and timeline for questions and answers. It was decided that for the next meeting, material will be sent September 15 and questions to Wayde Sick by the close of business day on Tuesday, September 19. Answers will be directed to all members by Friday, September 22.

Past procedures regarding Wayde Sick's Director's Report and process moving forward was discussed. It was agreed to have him continue to compile his report aligning with his job description and include it in the material packet under consent agenda. If after asking Wayde questions and it is felt that more discussion needs to occur, it would be moved into the main agenda.

Chair Sonia Meehl reminded members that the next meeting is September 25 in the morning, the State Board of Public School Education will be September 25 in the afternoon and the Joint Boards meeting will be held on September 26.

There being no other business brought before the Board, the meeting adjourned at 11:16 am.