

STATE BOARD FOR CAREER AND TECHNICAL EDUCATION

Minutes of Meeting

December 16, 2019

Members of the State Board for Career and Technical Education met at 10:00 a.m. CST, in the CTE State Director's Office, State Capitol, Bismarck via Zoom. The meeting was called to order by Dr. Brian Duchscherer, Chair. The following members were present:

Ms. Maria Effertz-Hanson, Member
Mr. Jeff Fastnacht, Member
Dr. Mark Hagerott, Member
Dr. Steven Holen, Member
Mr. Bryan Klipfel, Member
Ms. Sonia Meehl, Member

Wayde Sick, Mark Wagner, Gwen Ferderer, Dr. Matt Lonn, Tonya Greywind, and Brenda Schuler were also present. Dr. Duchscherer welcomed the board and audience members.

CONSIDERATION OF NOVEMBER 18, 2019 MINUTES – A motion was made by Ms. Effertz-Hanson and seconded by Ms. Meehl to approve the minutes of the November 18, 2019 meeting. The motion passed unanimously.

FINANCIAL REPORT – CTE and CDE – Ms. Ferderer reviewed the CTE Administrative Budget and Appropriation Status Report for month ended November 2019.

Following a brief discussion, a motion was made by Dr. Hagerott and seconded by Mr. Fastnacht to approve the CTE financial reports as presented. The motion passed unanimously.

Dr. Lonn reviewed the CDE Administrative Budget, reporting that, as of today, just under \$500,000 revenue has been collected and just under \$800,000 revenue has been billed.

Following a brief discussion on the revenue process, a motion was made by Ms. Meehl and seconded by Dr. Hagerott to approve the CDE financial report as presented. The motion passed unanimously.

STATE DIRECTOR'S REPORT – Mr. Sick commended Mr. Wagner and CTE staff on the number of team evaluations, individual program evaluations, new teacher, counselor and administration visits that have been conducted this year.

Mr. Sick reported on meetings and activities he has been involved in which included: K-20 Cyber Education; presentation to NDSU Agriculture Education students; ND State Electrical Board meeting; Governor's Office Perkins V meeting; Health, Tech and Trades Career Expo; Workforce Development meetings; and, presented to the Homeless Coalition on how to engage homeless and poverty youth.

Discussion was held on the State Electrical Board, the competitive grant program, application process, other funding that may be available and the guidelines that are being developed. Mr. Sick reported that CTE would administrator the program and give recommendations to the Electrical Board. It is anticipated that the grant program would be available this spring and would begin the following school year. Additional meetings will be held with the Electrical Board on the program and application process.

Mr. Sick then reviewed the Alternative Licenses denial information that the Board requested, reporting that there have been three denials. Two denials were in the Agriculture Education area due to the individuals not having an agriculture background. Those individuals were issued licenses through the community access option and are currently teaching. The third denial was in the Business Education area due to the individual not having the approved GPA; however, that individual did receive a license through ESPB and is teaching in a non-approved CTE program.

A draft of the CTE Facts brochure was briefly reviewed. Following discussion, the document will be finalized and brought back to the Board. The document can then be used in discussions with legislators and others in promoting CTE.

Upcoming meetings and activities Mr. Sick will be involved in include: meeting with Governor's Office staff on Perkins V; Workforce Development Council meetings; Education Policy and Funding legislative meetings; K-12 Coordinating Council meeting; GNDC; Future City Competition (CTE funding provided through STEM); and, CTE Administrators quarterly meeting.

Discussion was held on the K-12 Coordinating Council and the Council's decision on the executive director position. More information will be provided during the K-12 Coordinating Council meeting on December 19.

Discussion was then held on the possibility of utilizing Perkins Funding to address the homeless population and the need to coordinate efforts of CTE, WDC, Housing Finance and other agencies. Mr. Sick responded that a Perkins Reserve Fund program guidance draft addressing all special populations will be provided at the January meeting

Following discussion, the Board thanked Mr. Sick for his report.

CDE REPORT – Dr. Lonn reviewed the CDE dashboard information, program area information, and reported that enrollment numbers are on target and in line with the budget. He also reported on a consortium meeting he attended on dual credit and the feasibility of having courses that demonstrate mastery in other core areas.

Discussion was held on enrollment trends, anticipated growth, CDE instructors and CDE course feedback. Dr. Lonn responded that CDE requires students to complete an end of course survey and can provide that information at the next meeting. In addition, CDE will provide data on the number of students who have taken more than one course through CDE.

Dr. Lonn also reported that CDE is in the process of refreshing the CDE logo.

Following a brief discussion, the Board thanked Dr. Lonn for his report.

PERKINS V UPDATE – Mr. Sick reported that the State Plan will be published for public comment this week. In addition, CTE will be hosting public hearings that will be held at the State Capitol Building and through Zoom.

The Local Needs Assessment and the Budget and Reimbursement Process (BRP) system will also be launched by the end of year. Meetings will be scheduled to review those processes.

Following the public hearings, the State Plan will be submitted to the Governor's Office in February for a 30-day review period. Updates to the State Plan will be provided at the February and March meetings. The final plan must be submitted by April 15, 2020.

Mr. Sick stated that the State Plan and public hearing information will be provided to the Board this week.

Following discussion, the board thanked Mr. Sick and staff for their work on Perkins V.

CONSOLIDATED ANNUAL REPORT (CAR) – Mr. Wagner reviewed the 2019 Consolidated Annual Report, stating that all measurements except one were met at the secondary level and all but two measures were met at the postsecondary level. Mr. Wagner then explained that due to the transition period nothing more is being required of those not meeting the measures.

Discussion was held on the follow up process of those who didn't meet the performance levels and whether there is any pattern or trend data of those schools across the state who may need assistance and/or are successful. Mr. Wagner responded that he will further review the data and provide more information at the January meeting. Mr. Sick also responded that this information should start being addressed through the Local Needs Assessment.

Discussion continued on who would be reviewing the Local Needs Assessments at the state level. Mr. Sick responded that he, along with Mr. Wagner and Program Area Supervisors will be reviewing the assessments.

Following a brief discussion, Mr. Wagner recommended approval of the 2019 Consolidated Annual Report, and requested permission to make the necessary adjustments to the report once the data has been completed and verified.

Following a brief discussion, a motion was made by Dr. Hagerott and seconded by Ms. Effertz-Hanson to approve the Consolidated Annual Report. The roll call vote was as follows:

Ms. Meehl – aye
Mr. Fastnacht – aye
Ms. Effertz-Hanson - aye
Dr. Holen – aye
Dr. Hagerott – aye
Mr. Klipfel - aye
Dr. Duchscherer – aye

The motion passed unanimously.

FUTURE MEETINGS – The January meeting is scheduled for Tuesday, January 21 in Bismarck.

The February meeting is scheduled for Tuesday, February 18 in Bismarck.

The meeting adjourned at 11:00 a.m.

Respectfully submitted,

Dr. Brian Duchscherer
SBCTE Chairperson