

STATE BOARD FOR CAREER AND TECHNICAL EDUCATION

Meeting Minutes
February 28, 2022

Members of the State Board for Career and Technical Education met at 9:08 am CT in the CTE Conference Room and via Microsoft Teams. The meeting was called to order by Dr. Jeff Fastnacht, Chair. The following members were present:

- Ms. Kirsten Baesler
- Mr. Patrick Bertagnolli
- Ms. Lyndsi Engstrom
- Dr. Mark Hagerott
- Dr. Steven Holen
- Mr. Burdell Johnson
- Mr. Josh Johnson
- Ms. Sonia Meehl

Wayde Sick, Mark Wagner, Gwen Ferderer, Dr. Matthew Lonn, Tonya Greywind, Daniel Spellerberg, Derrick Bopp, Pam Stroklund, Jennifer Feist, Tabby Rabenberg, Christa Brodina, Michael Smith, Michael Hanson, Aaron Anderson, Lyle Krueger, Denise Jonas, Jane Vangness Frisch, Tracey Carol Zaun, Kristi Brandt, Taunya Schleicher, Amy Pokrzywinski, Robin Travers, Dave Thompson, Jeff Manley, Trinity Potts, Geoff Simon, Matthew Bakke, Denise Jonas, Becky Deichert, Darby Heinert, Ben Johnson, Chris Thomas, Mike Bitz, Elizabeth Crowston, Doug Darling, Alan Dostert, Mike Weber, Kelli Truver, Ryan Lagasse, Eric Ripley, Michael Netzloff and Lorie Ruff were also present.

Consideration of January 24, 2022, Minutes – Mr. Burdell Johnson moved and Dr. Hagerott seconded to approve the minutes of the January 24, 2022, meeting as presented. The motion passed unanimously.

Dr. Fastnacht then welcomed Mr. Patrick Bertagnolli as the newest member to the Board.

Financial Reports for CTE and CDE – CTE – Ms. Ferderer reviewed the Appropriation Status Report indicating that in the grants line we did a couple interim Perkins reimbursements and in the secondary line we sent the second quarterly payments to the centers. We paid out two colleges for Workforce Training and still have two remaining for the year. We also paid a quarterly payment to Marketplace for Kids. The thing to watch on this report is to have the grants line items at 50% or less by the end of June when most of our activity is. Ms. Ferderer then reviewed the CTE Administrative Budget explaining that on the Professional Services line there was a one-

time payment for RUReady Work-Based Learning Module and under rent/leases/utilities/repairs there is \$6,769.94 was for 6 months of rent. Under ITD the -\$3,620.52 is for a billing error from NDIT. Looking at the percent of budget we are at 31.02% and we should be at 29.17%.

CDE – Dr. Lonn reported that there are no major changes or updates since last month and that operating expenses and salaries are in line with where we need to be. He reminded members that salaries are higher due to part-time temporary salaries.

Ms. Meehl moved and Dr. Holen seconded to approve the financial reports for CTE and CDE as presented. The motion passed unanimously.

State Director's Report – Mr. Sick reminded members that last April it was requested of the Board to lower our reading/language proficiency score for Perkins 5. At the last meeting it was asked if we still would have passed if we hadn't lowered the score. Our current target level is 46.90% and we met 90% target at 45.85%. Prior to adjusting the target level was 49.74% with 90% being 44.76% so yes, we would have met the target even if we wouldn't have lowered the score. Mr. Sick reported that the reason we lowered the target level was due to the impact of COVID on our scores which was an allowable reason according to the Federal Government.

Mr. Sick reported that he has participated in the following meetings:

- Indian Education Advisory Committee meeting on January 26
- On January 27 our staff participated in a StrengthFinders Training. All staff completed a survey and then we met with a trainer to find out our strengths and how we can incorporate that into our everyday office environment. One area we will focus on are the committees we have recently developed and make sure that employees with different strengths are involved to keep the agendas moving.
- On February 7 there was a Without Limits Kickoff meeting with Advanced CTE. Mark Wagner and Dawn Ulmer attended this meeting. Two principles that they are focusing on are access to all and career exploration, more consistent career exploration K12 into postsecondary.
- February 8 was the Executive DOL/CTE State Apprenticeship Expansion Grant Board meeting. Lake Region State College continues to move forward with expanding their apprenticeship efforts into IT and Health Sciences areas. They are also exploring the teacher apprenticeship program that was created in Tennessee. Ms. Baesler informed

members of the partnership between Department of Public Instruction and Minot State University of a \$750,000 grant to develop student scholarships for paraprofessional with a special education emphasis – Para to Professional program. Ms. Baesler will share with the Board a link to the course curriculum and syllabi for this.

- February 14-16 was the Virtual CCSO Career Readiness Collaborative Conference. We are working on a career exploration toolbox that starts in kindergarten and goes through postsecondary.

- February 15 was Workforce Development Council and Skills Gap Sub-Committee meeting working on recommendations for the Governor’s budget.

- February 16 presented on the CTE Capital Projects Grant Program to Higher Education Committee.

- February 24 presented to Interim Education Funding Committee on Career Development Counselors, CTE Reimbursement process and CTE Capital Projects Grant.

- February 24 was the CTE Director’s Quarterly meeting. During this meeting we had three program supervisors present – Tracy Foss, Technology & Engineering Education and IT; Julie Hersch, Career Resource Network and Ann Dietzman, Family & Consumer Sciences Education. There were also presentations on the TEALS Program and digital standards and credentials and discussion on Work-Based Learning Coordinator course code and trainings.

- February 25 the CTE Capital Projects Grant Review Team met to review applications one last time before making recommendations to the Board.

Mr. Sick reported that at the national level Advanced CTE and other national organizations are considering updating the national frameworks pathways. They displayed their plans and asked for feedback. The feedback was so overwhelming that the movement to change the national frameworks has been put on hold.

Upcoming Events include:

- March 1 Workforce Development Council Career Exploration and Skills Gap Sub-committee

- March 1 is also the deadline for CTE Camp Grant requests. We received \$250,000 ESSER funds from DPI for the intent to have summer CTE camps.

- March 9 will be our Strategy Review with the Governor’s Office

- March 21 Career Tech Education Council meeting

Mr. Sick reported that planning for the 2023 Legislative Session is underway starting with the Governor’s Strategy

Review meeting next week. In April we will get our guidelines and budget recommendations and work on our budget that will be due late summer.

CDE Report – Dr. Lonn reviewed CDE’s dashboard and reminded that everyone has access to this. State enrollment numbers are currently around 9,000 since the beginning of the school year. Total enrollments are trending around 3.5% down from where they were at this time a year ago. There is no data on completion rates yet but will provide updates starting with spring enrollment.

Dr. Lonn reported a continued growth in the elementary curriculum offerings and the SEL course, Empower U Program. That program provides curriculum along with access to mental health professionals for students.

CDE is continuing to collect clearinghouse data from schools. This is digital course usage that is used with all online providers. Out of the 170 school districts they have heard back from 124 at the present time.

Dr. Lonn reported that CDE presented in February at the digital learning collaborative annual conference in Atlanta.

Educational Equity/Private Career Schools/Special Populations Area Update – Mr. Netzloff explained the definition of Special Population students under Perkins Law. Currently in North Dakota we have 30 educators in secondary and postsecondary who are licensed or endorsed by CTE to work with these students.

Education Equity or non-traditional is any field of work that is under represented by some type of gender. We work with our instructors to help attract these students and have offered grants for many years.

Private Career School authorization can range from massage to welding and we authorize 10 different schools in the state through this Board. Mr. Netzloff also works with program area standards and curriculum which we update every 5 years and is the methods of administration for Office for Civil Rights during on-site visits to our schools accepting Perkins funding.

CTE Capital Project Application Review – Mr. Sick distributed the Project Ranking Sheets for the 17 applications that were received and a copy of House Bill 1505 for review and discussion.

Dr. Fastnacht commended Mr. Sick and the Review Team for all their hard work with these funds and then explained the process moving forward. He reminded members that it was agreed if you are a party to the application you will refrain from voting on that recommendation.

It was asked who the Review Team members were. Mr. Sick replied that per the guidance that the Board approved, the designees and their positions were:

- Mr. Wayde Sick, Chairperson
- Ms. Katie Ralston, ND Department of Commerce
- Mr. Phillip Davis, ND Job Service
- Mr. Adam Tescher, ND Department of Public Instruction
- Mr. David Farnsworth, Workforce Development Council
- Ms. Alison Orgaard, ND Association of Career & Technology Educators
- Dr. Aimee Copas, ND Council of Educational Leaders
- Ms. Alexis Baxley, ND Schools Boards Association
- Senator Brad Bekkedahl, North Dakota State Senate

There was a discussion on the protest process timeline and it was advised to Mr. Sick to check with OMB Procurement as to the steps involved with protesting grants.

It was stressed that it is the role and job of this Board to ensure what they asked the committee to do was diligently done and that the notes presented to the Board would be substantial enough to defend the decisions made.

Mr. Sick informed members that the tardiness of the Project Ranking Sheets was due to the committee meeting again on February 25 to ensure that the recommendations they had compiled on February 14 was indeed how the Review Team deemed the applications. At that meeting they again reviewed the federal and state guidelines, rubric scoring, critical needs and partial and fully funding projects. Regarding score sheets, the AG advisor advised the Review Team that we can have a single scoring sheet as the record and we were not required to collect everyone's ranking sheets.

Discussion was held on changes between the February 14 and 25 meetings. Mr. Sick reported that the scores for the top ranked applications did not change but that the funding between partially and fully funding them changed which subsequently changed the funding for the bottom ranking applications. It was agreed that to follow the legislative intent we needed to fund projects to the fullest potential to make the most successful. The Review Committee did change the ranking between James Valley Area CTC and Lake Area CTC.

The Project Ranking Sheets that were distributed to members were the agreed upon scoring of the Review Team members but the notes were reflected from Mr. Sick and not a compiled list from all the Review Team. After much discussion about having the Review Committee compile their rankings and notes, it was moved by Ms.

Baesler and seconded by Ms. Engstrom to ask Mr. Sick to continue to work with the committee that will provide recommendations and seek guidance from the procurement on the best way to move forward to provide to the Board the evidence and documentation that supports and substantiates their recommendations for the awards. And to hold a Special Meeting prior to the Regular Board Meeting.

A roll call vote was administered:

Dr. Holen - Aye
Mr. Burdell Johnson - Aye
Mr. Josh Johnson - Aye
Ms. Meehl – Aye
Ms. Baesler – Aye
Mr. Bertagnolli - Aye
Ms. Engstrom – Aye
Dr. Hagerott - Aye
Dr. Fastnacht – Aye

Motion passed unanimously

Future Regular meetings are March 28, April 25 and May 23, 2022 and a Special Meeting in the next couple weeks.

There being no other business brought before the Board, the meeting adjourned at 11:22 am.