

STATE BOARD FOR CAREER AND TECHNICAL EDUCATION

Meeting Minutes
January 24, 2022

Members of the State Board for Career and Technical Education met at 9:00 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. Phillip Davis
- 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, Daniel Spellerberg, Randal Brockman, Eric Ripley, Hugh Veit, Brian Christopherson, Dave Thompson, Pam Stroklund, Denise Jonas, Mitch Calkins, Aaron Anderson, Kim Nelson, Mike Dunn, Jane Vangsness Frisch, Dale Hoerauf, Lyle Krueger, Tracy Becker, Michael Netzloff and Lorie Ruff were also present.

Dr. Fastnacht welcomed Ms. Lyndsi Engstrom as the newest member to the Board.

Consideration of November 22, 2021, Minutes – Ms. Meehl moved and Mr. Josh Johnson seconded to approve the minutes of the November 22, 2021, meeting as presented. The motion passed unanimously.

Financial Reports for CTE and CDE – CTE – Ms. Ferderer reviewed the Appropriation Status Report indicating that our percentage of budget should be at approximately 25% which Salaries and Wages, Operating Expenses and Center for Distance Education currently are. General Fund Expenditures listed are both CTE and CDE funds, Federal Fund Expenditures are CTE funds and Special Fund Expenditures are 95% CDE and 5% CTE. Another change is under the CRF-Initiative Grant Program which now includes the \$18,276,228.00 from the Special Session. The CTE Administrative Budget reflects that our expenses are currently on track. There are few line items that are currently high due to big one-time expenses but these percentages will continuously decrease over time and align where they should. These expenses include Operating Fees for the remainder of our office renovation, Supplies for the RUReady system update and Printing and Paper for the printing of the Career Outlook Magazine.

CDE – Dr. Lonn highlighted on the CDE Administrative Budget that all expenses are on track except for Salaries. This is due to part-time temporary salaries and the fact that CDE cannot budget over their spending authority cap. CDE anticipates that they will be going over their spending authority by \$1.4 million and will ask this summer for special funds spending authority on the tuition they generate. Mr. Sick gave an overview of the process to ask for this spending authority which includes going to the Emergency Commission with the request and then it will go to the Budget Section for approval.

Dr. Hagerott moved and Ms. Meehl seconded to approve the financial reports as presented. The motion passed unanimously.

State Director's Report – Mr. Sick reported that Team Evaluation process has wrapped up for the year except for Turtle Mountain Community College which will be done in the Spring due to COVID. Mr. Wagner and Program Supervisors visited with two career centers, five high schools, one community college and one juvenile justice school. Program Supervisors also complete individual visits to instructors throughout the school year.

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

- K-12 Education Coordinating Council meeting on November 23 to discuss how individual programs such as CTE new teacher visits and teacher mentorships could be intermingled to reduce duplication
- Executive Board DOL/CTE State Apprenticeship meeting on November 30 discussing the progress of apprenticeship in health care for CNA, LPN, and RN.
- ND Tribal College System meeting on December 1 to discuss apprenticeship and industry investments.
- On December 2 participated as a panelist at the ACTE Vision Conference on work-based learning in North Dakota, the career-ready practices we use and the USDOL's hazardous occupation document that was designed showing 16–17-year-old students can be on worksites.
- On December 6 attended the Jobs for America's Graduates (JAG) briefing to see if we should bring back to North Dakota. This program is intensive mentoring with high-risk students to help them become successful.
- ESSA Implementation meeting on December 21 discussing potential addendums to ESSA plan.
- Joint presentation with Bismarck State College and NDSCS on TrainND on January 13. This virtual presentation was organized by Greater North Dakota Chamber and attendees were primarily manufactures.

Mr. Sick reported that the agency is working on the Comprehensive Local Needs Assessment process. According to Perkins V, this process must be completed every two years. The data is currently being uploaded and then notification will go out to schools that this needs to be completed. If needed, Mr. Wagner will provide workshops to help schools with the process. The agency has also met with NDCEL to assist with communication to schools and help track the progress.

Mr. Sick provided an update on the CTE Capital Project Grant at the state level. OMB submitted the Grant Application by the December 27 due date and it was approved. Submitting the Grant Plan is the next step and OMB is currently working on and submitting soon. CTE received 17 applications prior to the December 31, 2021, deadline totaling around \$117 million in requests.

Mr. Sick reported that the contract addendum to expand the RUMReady Work-Based Learning module has been signed and will be completed this Spring. Plans are to do professional development this summer to be ready for next school year.

Upcoming Events include:

- February is CTE month. Agency is working with Governor's Office for a new proclamation and will also promote a photo campaign on social media.
- Indian Education Advisory Committee meeting on January 26
- CTE staff will be participating on January 27 in StrengthFinders training
- February 10 – Workforce Development Council Exploration Committee will be meeting on apprenticeship
- February 14-16 – CCSSO Conference with DPI with the focus on Career Development
- February 16 presenting to Interim Higher Education Committee on CTE Capital Projects updates
- February 24 - CTE Directors Quarterly meeting and joining will be the National FFA President who will be in North Dakota touring the state.

Mr. Sick informed members that planning for the 2023 Legislative Session is underway and presented 2 one-page Who We Are flyers that have been designed for CTE and CDE. In March we will have our strategy review session with the Governor's Office.

CDE Report – Dr. Lonn reviewed the data numbers from CDE's Who We Are flyer and their new Reporting

Dashboard that has gone live. CDE is currently working on their strategic plan for the next biennium. Enrollment numbers increased during the pandemic and have stayed up. CDE Management Team is determining if enrollments will slowly decline or if this will be the new normal and where is the need going to be.

Trade, Industry, Technical & Health Sciences Education Area Update – Ms. Becker provided an update of activities occurring in her program area. Trade, Industry & Technical Education covers trades programs from automotive to welding and everything in between and currently has 86 funded programs with over 5,000 duplicated students. Health Sciences Education currently has 29 funded programs with over 4,000 duplicated students. There is also TITH programs at all community and tribal campuses across the state. Instructors for these program areas are not traditionally licensed but are individuals coming from the business and industry. Due to this alternative pathway, TITH instructors receive professional training through Transition to Teaching (secondary) or Clinical Practice (postsecondary) and use work experience hours to receive their license. SkillsUSA North Dakota is the student organization associated with this program area. There are 26 secondary and postsecondary chapters in the state with around 700 members. These members participate in various events throughout the year with the significant being State Conference in April to earn your way to National Conference in June. Health Sciences Education students have the option to either join SkillsUSA or HOSA as their CTSO. Future activities include developing simulated opportunities for needed areas, providing professional development for instructors, and focusing on the public safety areas such as emergency medical services and firefighting.

Consolidated Annual Report – Mr. Wagner reviewed the 2020 performance report that will be submitted to the US Department of Education as required by the Carl D. Perkins Career and Education Act of 2006. Mr. Wagner reported that we met all the secondary and postsecondary performance level indicators. It was moved by Mr. Josh Johnson and seconded by Ms. Meehl to approve report as presented by Mr. Wagner. The motion passed unanimously.

CTE Capital Project Application Review – Mr. Sick indicated that the Review Committee met on January 14, 2022, to review the 17 applications that were received by CTE. As directed by the Board, the Committee reviewed the applications that were submitted by October 1, 2021, to make recommendations for eligibility for the ARPA \$20 million. A consensus was made that five of the applications were considered immediate projects and should

be eligible for the ARPA funds. Those applicants were: Southwest Area CTE Academy, Dickinson; Heart River CTE Center, Mandan; Bakken Area Skills Center, Watford City; Minot Area Workforce Academy, Minot and the Cass County Career & Technical Education Center, Fargo. Mr. Sick reported that the Review Committee made the following recommendation to the Board: Award ARPA funds of \$6,666,666.00 with potential to fund remaining balance of request with Coronavirus Capital Projects Funds to Southwest Area CTE Academy, Minot Area Workforce Academy, and the Bakken Area Skills Center. Mr. Sick also reported that the Review Committee advised that two of the applications were non-compliant and did not meet the federal guidelines. These two applications are the Dunseith Public School District and Belcourt School District 7. There was a request for clarification of when the applications were received and the requested amounts. There were 11 initial application submissions but one of those applications were non-complaint and the remaining ten had a request total of \$70 million. The remaining six applications, with one being non-complaint, had a request total of \$40 million.

The Review Committee's plan is to move forward with granting out the Coronavirus Capital Projects Funds so that all applicants know where they stand at the state level by the March deadline set by the Board.

Declaring conflict of interest were Dr. Holen due to his association with the Bakken Area Skills Center and Mr. Davis due to being on the Capital Project Review Committee. After some discussion it was moved by Ms. Baesler and seconded by Mr. Josh Johnson to allow Mr. Davis to vote. The motion passed unanimously. It was decided that if you are affiliated with the application, you will refrain from the vote. If you are not affiliated with the application, you will be voting as a member of the State Board for CTE.

Ms. Meehl moved that this Board approve the recommendation of the Review Committee to approve the \$6,666,66.00 for the Southwest Area CTE Academy of the ARPA funds with the potential to fund the remaining balance of the requested amount with Coronavirus Capital Projects Funds and seconded by Mr. Josh Johnson. A roll call vote was administered:

Ms. Baesler - Aye
Mr. Davis - Aye
Ms. Engstrom - Aye
Dr. Holen - Aye
Mr. Burdell Johnson - Aye
Mr. Josh Johnson - Aye
Ms. Meehl - Aye
Dr. Fastnacht - Aye

Motion passed unanimously

Mr. Josh Johnson moved to accept the recommendation from the Committee to award the Minot Area Workforce Academy in the amount of \$6,666,666.00 using the ARPA dollars and Ms. Meehl seconded. A roll call vote was administered:

Ms. Baesler - Aye

Mr. Davis - Aye

Ms. Engstrom - Aye

Dr. Holen - Aye

Mr. Burdell Johnson - Aye

Mr. Josh Johnson - Aye

Ms. Meehl – Aye

Dr. Fastnacht - Aye

Motion passed unanimously

Ms. Baesler moved to approve the Committee's recommendation to award grant to the Bakken Area Skills Center in the amount of \$6,666,666.00 and seconded by Mr. Burdell Johnson. A roll call vote was administered:

Ms. Baesler - Aye

Mr. Davis - Aye

Ms. Engstrom - Aye

Mr. Burdell Johnson - Aye

Mr. Josh Johnson - Aye

Ms. Meehl – Aye

Dr. Fastnacht - Aye

Motion passed unanimously

Mr. Sick is working with Ms. Allyson Hicks to develop a Grant Agreement and will send out to recipients for their completion. A press release is also being developed and will be sent out.

Career and Technical Student Organization Conferences – Mr. Sick referenced the list of upcoming State Conferences and to the invitation letters that were in the material packet. Board members are invited to attend any of these at any time.

Future Meetings – Monday, February 28, 2022; Monday, March 28, 2022; and Monday, April 25, 2022

There being no other business brought before the Board, the meeting adjourned at 11:30 am.