

**STATE BOARD FOR CAREER AND TECHNICAL EDUCATION**

## Minutes of Meeting

May 20, 2019

Members of the State Board for Career and Technical Education met at 9:00 a.m. CST, in the Peace Garden Room, State Capitol, Bismarck. The meeting was called to order by Dr. Brian Duchscherer, Chair. The following members were present:

Ms. Kirsten Baesler, Member  
Ms. Maria Effertz-Hanson, Member  
Mr. Jeff Fastnacht, Member  
Dr. Steve Holen, Member  
Mr. Bryan Klipfel, Member  
Ms. Sonia Meehl, Member

Mark Wagner, Dr. Matt Lonn, Gwen Ferderer, Brenda Schuler, Michael Netzloff, and Kyle Olson were also present. Dr. Duchscherer welcomed the board and audience members.

**CONSIDERATION OF APRIL 15, 2019 MINUTES** – A motion was made by Mr. Fastnacht and seconded by Ms. Baesler to approve the minutes of the April 15, 2019 meeting. The motion passed unanimously.

**FINANCIAL REPORT** – Ms. Ferderer reviewed the Appropriation Status Report and the Administrative Budget and Expenditures Report for month ended April 2019, reporting that overall the budget is in line with the percent of time elapsed.

Following a brief discussion, a motion was made by Ms. Meehl and seconded by Ms. Effertz-Hanson to approve the financial reports as presented. The motion passed unanimously.

**DIRECTOR'S REPORT** – Mr. Sick provided the following report: The following staff received awards: Kevin Reisenauer – DECA Honorary Life Membership Award; Jessica DeVaal – PBL Alumni of the Year Award; and, Don Fischer – ITEA Lifetime Achievement Award.

Janelle Wiedrich has resigned her position as the Family and Consumer Sciences Education Supervisor effective August 2. The position announcement closes on May 24.

Meetings with Center for Distance Education personnel have been held to discuss fiscal and other CDE practices. A meeting with CDE has also been scheduled for June 20 in Fargo with Dr. Lonn, Dr. Duchscherer Mr. Sick and any other board members who wish to attend.

Activities Mr. Sick was involved in included: Southeast Region CTC National Honor Society induction ceremony; Impact Dakota Conference; ND K-20 Cyber Education Initiative Planning Meeting. Activities Mr. Wagner was involved in included: Bismarck Career Academy National Honor Society induction ceremony; Impact Dakota Conference; and National Career Pathways Conference.

Upcoming meetings and events Mr. Sick will be involved in include: PK-12 Education Vision Steering Committee; AHEC Advisory Board; Workforce Development Council; CTSO Officer Leadership Training; and Perkins meetings with many stakeholders that include NDCEL, ND Hospital Association, NDSBA, and REA directors. Perkins Surveys have been sent to students, parents and CTE administrators. Surveys will also be sent to employer groups and school administrators and principles.

**2019 LEGISLATIVE SESSION** – Mr. Sick reviewed the Career and Technical Education Appropriations Bill - HB1019, reporting that the primary increases were: Secondary Grants for Cost to Continue \$1,000,000; Secondary Grants for New and Expanding CTE Programs \$1,150,000; and the transfer of the Center for Distance Education from ITD to CTE \$9,351,188.

Mr. Sick then briefly reviewed bills that CTE followed during the session that included: HB1171, HB1531, SB2015, SB2025, SB2182, SB2215 and SB2216.

Discussion was held on the Education Technology Council and the new Coordinating Council that the State Board of Public School Education will be involved in. More discussion

on the Coordinating Council will be held during the State Board of Public School Education meeting.

**PROPOSED BUDGET – CTE – Proposed 2019-2020 State and Federal Funding** – Mr. Sick reviewed the CTE Administrative Budget totaling \$3,385,281, reporting that the increase in Professional Services was due to moving RUPReady from the grants line and the ITD increase was due to the Perkins update.

The Carl Perkins Allocations and Consortium information was reviewed. Mr. Sick and Ms. Ferderer explained that the formula used is in the Perkins Law and that schools will be notified of their allocation amounts once carryover funds are reallocated.

Mr. Sick reviewed the \$5,037,372 Carl Perkins Funds that are available and reported that carryover adjustments will be made once all revised budgets have been processed.

Following discussion, Mr. Sick reported that the second reading of the FY2020 State and Federal Funding will be provided at the June meeting.

FY2020 General Fund Projections were reviewed. As of today, there is a net obligation of \$11,240,878 for secondary programs; however revised budgets are continuing to be processed.

Discussion was held on the General Fund projections and Carl Perkins obligations.

**New and Expanded Program Requests** – The Expanded and New Program Requests for FY2020 were reviewed. Mr. Sick reported that the requests total \$766,478 and show a demand for CTE programs.

Discussion was held on the new and expanded requests and how funding the requests will be covered in the future. Mr. Sick responded that any requests that are approved are then moved to the grants line in following years.

Discussion was then held on the support for Career Development.

Following discussion, Ms. Baesler requested that updates on the Statewide Strategic Vision and Steering Committee be provided at the June meeting.

Following further discussion, a motion was made by Ms. Effertz-Hanson and seconded by Mr. Fastnacht to approve the New and Expanded Program requests. The roll call vote was as follows:

Ms. Meehl - aye  
Mr. Fastnacht - aye  
Ms. Effertz-Hanson - aye  
Dr. Holen – absent and not voting  
Mr. Klipfel – absent and not voting  
Ms. Baesler - aye  
Dr. Duchscherer – aye

The motion passed unanimously.

CDE – Dr. Matt Lonn reviewed the CDE Administrative Budget for FY2020, totaling \$4,262,557 and the new programs and prices beginning July 1, 2019.

Discussion was held on the language in HB1019 Section 3 Center for Distance Education – Funding Designation – Legislative Intent that states “...it is the intent of the sixty-sixth legislative assembly that the center for distance education develop a fee structure during the 2019-20 interim to become self-sustaining beginning in the biennium beginning July 1, 2021 and ending June 30, 2023.”

Discussion continued on the language and legislative intent. The board agreed that due to the language in HB1019, a self-sustaining fee structure model will need to be presented to the legislature, along with a sustainable model with the pros and cons of each so that legislators make an informed decision.

Dr. Lonn then reviewed CDE’s 2019 Legislative Summary Report.

Discussion was held on CDE’s funding, courses, and enrollment and the importance of students having the same opportunities across the state.

Following further discussion, Dr. Lonn will provide the board with additional information and the history of CDE along with the clearinghouse link that is on CDE’s website.

Discussion continued on CDE’s Administrative Budget and employee salary increases.

Following discussion of employee salary increases, the board agreed that it would be appropriate for them to approve both CTE and CDE's salaries and budgets.

A motion was made by Mr. Fastnacht and seconded by Ms. Baesler to have Mr. Sick work with Dr. Lonn to provide salary increase information and recommendations for both CDE and CTE for the board's approval at the June meeting. The roll call vote was as follows:

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

The motion passed unanimously.

Discussion continued on CDE employees and that they are state employees, with some being under TFFR and others being under the PERS retirement system.

Following further discussion, Dr. Lonn stated that he and the CDE staff are looking forward to a cooperating relationship and the opportunities that will be available with CTE and the State Board.

**APPROVAL OF AUTOMOTIVE TECHNOLOGY PROGRAM STANDARDS –**

Mr. Netzloff presented the Automotive Technology Program Standards, reporting that automotive instructors worked together on the standards which were adapted from the ASE Education Foundation and are cross walked with industry standards.

Following discussion, a motion was made by Mr. Fastnacht and seconded by Ms. Effertz-Hanson to approve the Automotive Technology Program Standards. The roll call vote was as follows:

Dr. Holen – aye  
 Ms. Baesler – aye  
 Mr. Klipfel - aye  
 Ms. Meehl – aye  
 Mr. Fastnacht - aye

Ms. Effertz-Hanson - aye  
 Dr. Duchscherer – aye

The motion passed unanimously.

**APPROVAL OF WELDING PROGRAM STANDARDS** – Mr. Netzloff presented the Welding Program Standards, reporting that secondary and postsecondary instructors worked together on the standards which are cross walked with industry standards. The standards were adapted from the American Welding Society.

Following discussion, a motion was made by Ms. Meehl and seconded by Ms. Baesler to approve the Welding Program Standards. The roll call vote was as follows:

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

The motion passed unanimously.

**PERKINS V TRANSITION PLAN APPROVAL** – Mr. Sick reported that the Transition Plan must be submitted by May 24.

A motion was made by Ms. Effertz-Hanson and seconded by Ms. Meehl to bring the Perkins V Transition Plan back on the table for final review and approval. The motion passed unanimously.

Mr. Sick reviewed the public comments and responses, recommending support for Career Development to be lowered to the 6<sup>th</sup> grade and explore the equipment comments during the transition year.

Following discussion, a motion was made by Ms. Meehl and seconded by Mr. Fastnacht to approve the Transition Plan as recommended with the change made to support Career Development down to the 6<sup>th</sup> grade. The roll call vote was as follows:

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

The motion passed unanimously.

**CAREER AND TECHNICAL STUDENT ORGANIZATION CONFERENCES** –

Mr. Sick invited board members to attend the FFA Conference and CTSO Leadership Training that will be held in June.

**FUTURE MEETINGS** – The June board meeting is scheduled for Monday, June 17 in Bismarck.

There will be no July or August board meetings. If a meeting is required, it may be by teleconference.

The September board meeting is scheduled for Monday, September 16, 2019 in Bismarck.

**OTHER** – Ms. Baesler commended the work that the Solen High School Marketing instructor, students, and Kevin Reisenauer did for Solen to have its first DECA chapter.

Dr. Duchscherer thanked Mr. Sick for his work on Perkins V and his leadership during the legislative session including the work that was completed bringing the Center for Distance Education into CTE. Dr. Duchscherer also thanked past administrations for their leadership in providing the positive reputation that CTE has.

The meeting adjourned at 11:20 a.m.

Respectfully submitted,

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Dr. Brian Duchscherer  
SBCTE Chairperson