

Minutes for State Board for Career and Technical Education

Call to Order:

The regular meeting of the State Board for Career and Technical Education was held on Monday, May 23, 2022, in the CTE Conference Room and via Microsoft Teams. It began at 10:00 am CT and was presided over by Chairperson Dr. Jeff Fastnacht.

Voting Members Present:

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

Also present: Wayde Sick, Mark Wagner, Gwen Ferderer, Matt Lonn, Tonya Greywind, Doug Darling, Lyle Krueger, David Schaibley, Dan Spellerberg, Jenifer Mastrud, Mike Hanson, Blaine Booher, Michael Netzloff, Kelly Pierce, Jessica DeVaal, and Lorie Ruff.

Meeting chat information for this meeting does exist.

Approval of Minutes:

A motion to approve the minutes of the April 25, 2022, meeting as submitted was made by Ms. Meehl and seconded by Mr. Burdell Johnson. With no discussion a roll call vote was administered:

Ms. Engstrom – Aye
Dr. Hagerott - Aye
Mr. Burdell Johnson - Aye
Mr. Josh Johnson - Aye
Ms. Meehl – Aye
Dr. Fastnacht – Aye
6-0-3 Absent

Financial Reports for CTE and CDE:

Ms. Ferderer presented the CTE Appropriation Status Report and Administrative Budget. Nothing new to report and we are aligning where we should be. Dr. Lonn presented the CDE Administrative Budget which is aligning where they expected to be at this time. He then informed the Board that they will be submitting a request to the Emergency Commission to increase their spending authority. This request is due June 10th and asking for an additional \$1.5 million in spending authority.

Ms. Engstrom made a motion to approve the CTE and CDE financial reports as presented and seconded by Dr. Hagerott. The motion passed unanimously.

State Director's Report:

Mr. Sick reported on meetings and activities that he has been involved in which includes:

April 27 – Golden Path Solutions Webinar – the audience of this webinar was primarily employers and informing them of this platform as another connection between students and them. This will also be embedded in RUReady as a work-based module.

April 29 – A new manufacturing facility for recreational vehicles is being built in the Dunseith area. They are partnering with Dunseith Public Schools to build a training lab that will provide learning opportunities for adults and students. Groundbreaking will be next week.

May 5 – Governor's budget guidelines were released. For a base budget we will take our 2021-23 Appropriation minus any one-time appropriations and add in shared software and service charges and salary increases. For our strategy-based budget we will take our 2023-25 base budget plus any optional workforce related, infrastructure, etc. requests.

May 10 – Tracy Foss and I attended ND American Council of Engineering Companies state conference to discuss partnership opportunities to train more engineering technicians.

May 11-13 – Attended Advance CTE State Director's Retreat in Baltimore. We discussed struggles that states have and how can we work together to solve them. During this same time Ms. Ferderer and Mr. Wagner were in Savannah GA at a Perkins conference and learned how we can improve our CLNA process to be more streamlined.

Staff updates – Linda Kuntz, Administrative Assistant for Business Education and Special Populations announced she will be retiring in July. Dr. Lonn will also be leaving our agency as of June 30 to become the Assistant Principal at Sheyenne High School. Board members thanked Dr. Lonn for his leadership and service to CDE and wished him well on his new endeavors. There was discussion on how the Board wanted to move forward with Dr. Lonn's position and it was agreed that a subcommittee will be established to review the job description, credential requirements and interim individual. The subcommittee will consist of Mr. Josh Johnson, Dr. Holen, Ms. Baesler (or an appointed designee) and Mr. Sick and they will set up an early June meeting time.

Cass County CTE Center update – There is concern in the language of the grant agreement on the ownership of the building. They are developing a joint powers agreement to include NDSCS as a partner. Currently the property is owned by the NDSCS Alumni Foundation as a private entity and they are looking at turning it over to the center.

Mr. Sick reported that we are still waiting to hear from the US Treasury is we received those grant dollars and that the only response he receives is that they are currently reviewing our grant plan. Mr. Sick will continue to contact OMB for a status update.

Ms. Ferderer and Mr. Sick have learned that the platform that is used for our Budget Reimbursement Process will no longer be supported through NDIT so we need to find an alternative process. They are currently exploring the web grants system as the replacement.

Upcoming Events:

June 2 – Workforce Development Council meeting in Watford City to determine recommendations for the upcoming legislative session

June 8 – CTE Administrator’s Quarterly meeting in Dickinson in conjunction with the Innovation Education Summit on June 9.

CTSO State Officer Training for new officers will be in Bismarck the week of June 12.

CDE Report:

Dr. Lonn referred to their enrollment dashboard and that they are approaching 10,000 North Dakota students enrolled. Once summer school numbers are entered that number will surpass. For 2023-25 biennium budget purposes they anticipate 20,000 enrollments as their predicted number. Discussion was held on tuition revenue and prices increases for the upcoming biennium.

Dr. Lonn informed members that he has given his reply to the SWOT Analysis & Recommendations to Mr. Sick who will present them at the next meeting. Dr. Lonn then presented Board members with the State of CDE final report. It was requested my Ms. Meehl to receive a copy of this presentation.

Proposed Budget:

Mr. Sick distributed a revised General Fund Projections 2021-2023 Biennium to members. Historically the Board would approve this in their May/June meetings but considering the state of our budget and funding that is available, Mr. Sick feels we need to wait until programs reimbursements are completed to know what funding we have. CTE Staff is working on different reimbursement rate models for the Board to consider assisting with our budget deficit for the upcoming biennium. Mr. Josh Johnson requested that the Board receive an historical reimbursement percentage rate chart.

Mr. Sick then reviewed the Carl Perkins funds available for the 2023 Fiscal Year. Currently we have \$5,614,066.00 allocated to our agency. This does not include any carryover funds we may have. Mr. Sick explained the funding breakout for those dollars in leadership and grants to school categories. Board members requested to receive the eligible uses of leadership funds rules before casting their vote on this budget.

New and Expanded Program Requests:

The program requests that the Board received have been reviewed by CTE Program Supervisors and recommended for approval. Although there are no general funds available, if approved, these programs will be eligible for Perkins funding. Discussion was held on the timing of approving these requests and it was felt that May is too late since schools have instructors hired and registration for class is already completed. It was asked that Mr. Sick work with CTE Directors, School Administrators and CTE Staff to develop two or three recommendations with pros and cons for changing approval timelines for the Board’s consideration. After some discussion on the impact of approving the new and expanded programs on CTE Staff, it was requested by Ms. Meehl for the Board to see a historical overview of our budget with the number of FTE’s employed by the agency. Mr. Josh Johnson moved to approve the new and expanding program requests for fiscal year 2023 without obligation of general funding and was seconded by Mr. Burdell Johnson. With no discussion a roll call vote was administered:

Ms. Engstrom – Aye
Dr. Hagerott - Aye
Dr. Holen – Aye
Mr. Burdell Johnson - Aye
Mr. Josh Johnson - Aye
Ms. Meehl – Aye
Ms. Baesler - Aye
Dr. Fastnacht – Aye
8-0-1 Absent

Postsecondary Career School Accreditation – Emerging Digital Academy:

As a follow-up to the Board’s request, Mr. Sick and Mr. Schaibley compiled a series of questions for the academy and those responses are in the material packet distributed to members. Emerging Digital Academy also submitted their application that will be considered next month with the other application approvals. Currently before the Board is the exempting from accreditation request. In reviewing EDA’s answers to the questions, they acknowledge that they may not qualify to have an exception or be exempted from accreditation. Discussion was held if changes need to be made to our policies or if this is a statutory change.

At the June meeting, Board members will be approving all the applications and Dr. Fastnacht extended an invitation to Emerging Digital Academy to attend that meeting to answer any questions that this Board may have.

Mr. Josh Johnson requested that Board members receive a copy of the accreditation policy for their review.

State Director Evaluation:

Members received in the materials packet the job description for the State Director, CTE State Director evaluation procedure, ESPB Executive Director evaluation procedure and a copy of Mr. Sick’s self-evaluation. It was agreed that a subcommittee be created to review these documents and design an instrument that can be brought in front of the Board for their vote. The subcommittee will meet in early June and will consist of Ms. Baesler, Ms. Engstrom, Dr. Fastnacht and Mr. Sick.

It was also agreed that a one-day strategic planning sessions to learn historical procedures, review policies, and discuss goals would benefit Board members. A survey to find a date in early August will be sent out.

Future Meetings:

Future Regular meetings are June 27, September 26, and October 24.

Ms. Meehl informed members that State Board of Public School Education added two annexations to their June meeting and one will have a hearing.

There being no other business brought before the Board, the meeting adjourned at 12:22 pm.