

**Minutes for State Board for Career and Technical Education  
October 23, 2023**

**Call to Order:**

The regular meeting of the State Board for Career and Technical Education was held on Monday, October 23, 2023, in the CTE Conference Room and via Microsoft Teams. It was called to order by Chair Sonia Meehl at 10:00 am CT.

**Voting Members Present:**

Board Member Pat Bertagnolli  
Board Member Lyndsi Engstrom  
Chancellor Mark Hagerott  
Board Member Josh Johnson  
Vice-Chair Mike McHugh  
Board Member Eric Nelson

Also present: Wayde Sick, Mark Wagner, Gwen Ferderer, Rhonda Schauer, Kevin Nelson, Brian Christopherson, Ben Schafer, Carly Retterath, Ryan Lagasse, Michael Netzloff, Heidi Eckart, Dawn Ulmer, Mike Bitz, Michael Hanson, Dan Spellerberg, Pam Stroklund, Eric Ripley, Lyle Krueger, Kim Murphy and Lorie Ruff.

Meeting chat information for this meeting does not exist.

Adjustments were made to the agenda order moving 3b – Accept Finance Reports under 4 for discussion.

**Director's Report – Draft Board Outcome Goals:**

Wayde Sick reminded members that we have been unable to work with the trainers due to procurement process but that the contract has been signed and a meeting has been set with the trainers for later this week to continue working on goals and progress measurements. It was recommended that the trainer watch the discussion from the September meeting. Discussion was held that some of the progress measures are unpreventable and the impact that will have on achieving the goal. Wayde will discuss this with the trainer during their meeting.

**Consent Agenda:**

Chair Meehl reminded members that the Financial Reports were removed from the Consent Agenda. Josh Johnson moved to approve and accept the items listed in the Consent Agenda and it was seconded by Chancellor Hagerott. With no further discussion, the motion passed unanimously.

**Items for Discussion:**

**Financial Reports:** Gwen Ferderer clarified the large increase in CRF – Initiative Grant Program was due to the \$68 million we received during the legislative session. The Bank of ND loan that we received was paid off at the end of the biennium but it needs to stay in our line item so we have the spending authority if needed. Gwen also informed members that the \$500,000 under Capital Assets is for the virtual reality module for RUPReady is also a part of the CRF Initiative Grant.

Vice-Chair Mike McHugh moved to accept the financial report as presented and it was seconded by Lyndsi Engstrom. With no further discussion a roll call vote was administered:

Lyndsi Engstrom – Aye  
Chancellor Hagerott - Aye  
Josh Johnson – Aye  
Vice-Chair Mike McHugh – Aye  
Eric Nelson – Aye  
Pat Bertagnolli – Aye  
Chair Meehl – Aye  
7-0-2 Absent

**New and Expanding Program Requests:** Wayde Sick informed members that these applications were due September 30 and explained the different types of requests. The agency is recommending approval of those listed without an asterisk. The agency is waiting for clarification from the schools on those with a double asterisk and those marked with a single asterisk, Roughrider Area CTE Center and North Valley Area CTE Center, are in the process of contracting with new member schools. Kevin Nelson was in attendance and was asked to explain his plans with the transfers at the Heart River Area CTC. Their focus is to have more resources available for students. Josh Johnson moved to approve the New and Expanding Program Requests Fiscal Year 2024 Fall as presented with provisional approval pending administration review for those specific programs that have been asterisked on the list. It was seconded by Eric Nelson. Josh Johnson asked that the Funding Subcommittee reconvene and examine the different funding levels between Business Education, Family & Consumer Sciences Education and Technology and Engineering Education and the other CTE programs. With no further discussion a roll call vote was administered:

Chancellor Hagerott - Aye  
Josh Johnson – Aye  
Vice-Chair Mike McHugh – Aye  
Eric Nelson – Aye  
Pat Bertagnolli – Aye  
Lyndsi Engstrom – Aye  
Chair Meehl – Aye  
7-0-2 Absent

Chair Meehl thanked guests for attending and several left at 10:56 am.

Chair Meehl informed members that due to Wayde Sick being advised that he may be called to a Special Session Legislative Hearing at 11:30, agenda item b – Health Sciences Education State Standards would be moved to after State Director Evaluation.

**Virtual Career and Technical Education Catalog:** Wayde Sick reminded members that the K12 Education Council recommended that our agency, along with Center for Distance Education, develop a virtual CTE course catalog.

This Board adopted this recommendation as a goal for the State Director and CTE Agency. Dr. Martin, Wayde Sick and three CTE Center Administrators have met several times and continue to encounter concerns from partnering schools that if this catalog is published:

- 1) Virtual centers will become over capacity.
- 2) Non-member school students may take spots away from member school students.
- 3) Needing more instructors adding to an already existing instructor shortage.

Although options were offered to help with these concerns, after taking the options to their member schools, the Virtual CTE Center Directors have elected to back out of this project and this is currently tabled until Board determines how to best address and fund virtual CTE.

**State Director Evaluation:** Chair Meehl reminded members that last year was the first time this evaluation process was implemented. With the agency currently working with the Be Legendary Training component, we anticipate they may have recommendations to change this process. Until these recommendations are in place and new goals have been set, it was felt that the Board continue utilizing our current tool and move forward as the formative evaluation will be conducted in the next month. Lorie will send the evaluation form used last Fall to Chair Meehl for review. It was also asked that Wayde Sick complete a self-evaluation at this time.

Due to Legislative Hearing Wayde Sick left meeting at 11:22 am.

**Health Sciences Education State Standards:** Michael Netzloff referenced the State Standards that were included in the material packet. These were adapted from the National Health Science Standards published by the National Consortium for Health Science Education and reviewed by the Health Sciences Instructors in the state. It was noted that there were only small changes to this revised document. Vice-Chair Mike McHugh moved to approve the Health Sciences Education State Standards as presented and it was seconded by Lyndsi Engstrom. With no further discussion a roll call vote was administered:

Josh Johnson – Aye  
Vice-Chair Mike McHugh – Aye  
Eric Nelson – Aye  
Pat Bertagnolli – Aye  
Lyndsi Engstrom – Aye  
Chancellor Hagerott - Aye  
Chair Meehl – Aye  
7-0-2 Absent

**Board Comments:**

Lyndsi Engstrom reported that she will be representing the CTE State Board at the ND School Board Association meeting and if anyone has any input for her to include, let her know.

There was discussion on meeting material packets, due dates and revised agendas. It was expressed that this month's materials were cumbersome due to the fact that three separate packets were sent. It was determined that if more than one packet is sent, a final packet including any answers sent by Wayde should be created, sent to members and included on the calendar invite.

Josh Johnson commended Mark Wagner and CTE staff on the Vision Visit in Valley City on September 26-27 and the amount of time they put into them. Josh would like to share his Vision Visit Report to help members appreciate the extent staff provide feedback to the schools in the state.

**Next Meeting Schedule:**

Chair Meehl reported that the next meeting will be Monday, November 27 with material packet sent on November 17, question deadline to Wayde Sick November 20-21 and responses back to members November 21-22 due to the holiday.

December's meeting falls on Christmas Day. A tentatively scheduled virtual only meeting was set for December 18 at 10:00.

It was suggested that we look at having our January or February meeting at a remote location.

There being no other business brought before the Board, the meeting adjourned at 11:43 am.