

## 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, October 24, 2022, in the CTE Conference Room and via Microsoft Teams. It began at 10:00 am CT and was presided over by Chairperson Ms. Sonia Meehl.

### Voting Members Present:

Ms. Kirsten Baesler  
Mr. Pat Bertagnolli  
Ms. Lyndsi Engstrom  
Dr. Mark Hagerott  
Mr. Burdell Johnson  
Mr. Josh Johnson  
Mr. Mike McHugh  
Mr. Eric Nelson

Also present: Wayde Sick, Mark Wagner, Gwen Ferderer, Alyssa Martin, Tonya Greywind, Lisa Johnson, Laurie Matzke, Carmen Simone, Geoff Simon, and Lorie Ruff.

Meeting chat information for this meeting does not exist.

### Consideration of September 20, 2022, and October 3, 2022, Minutes:

A motion to approve the minutes as presented was made by Mr. McHugh and seconded by Mr. Nelson. With no further discussion, the motion passed unanimously.

### Choice Ready Training:

Laurie Matzke educated members on Choice Ready in North Dakota. This component in the ND Accountability system measures whether high schools are producing students who have the knowledge, skills, and disposition to be successful. In 2018-2019, records indicated that 36% of North Dakota students graduated Choice Ready and those numbers climbed to 61% in 2021-2022. Their goal is for this number to match the graduation rate so that they can truly say we are graduating all students choice ready as their vision statement declares.

Mr. Sick and DPI staff have recently given several regional workshops for high school personnel informing them of their reports, how they can grow their numbers and grant opportunities. Last year was the first year they could apply for ESSER money, and 40 schools applied and received dollars. This year they have received 80 applications and are currently reviewing them. Funding support is needed to continue these grants as ESSER money will eventually run out.

Changes that have been made include adding Junior ROTC program and Civil Air Patrol to Military Ready Pathway and working on adding Fine Arts to the Workforce pathway and foreign language as an option in the Postsecondary pathway.

**Financial Report:**

Gwen Ferderer reviewed the Appropriation Status Report. Most of the line items had little activity due to those being year-end activities. The Grants – Secondary line is our state grants to schools in which the quarterly payments to the centers are from and CRF-Initiative Grant had a \$416,994.59 payout to McKenzie County. Marketplace for Kids is also a quarterly payment.

The CTE Administrative Budget Report exhibits that overall our budget is doing fine even with the overage of supplies which is the RUPReady Work-Based Learning Module and Printing and Paper due to the Career Outlook printing. Professional Services is currently at 90.73% due to the work-based learning module but that will clear itself out by the end of June.

Dr. Martin presented the CDE Administrative Budget. Operating Fees line is a little high due to the prepayment of curriculum and Professional Services due to upgrades needed on the online store.

Mr. McHugh moved to approve the financial reports as presented and Mr. Bertagnolli seconded. With no further discussion, the motion passed unanimously.

**New and Expanding Fall Requests:**

Mr. Sick gave a background on the application process for the new members. We currently accept applications twice a year, April and September, as typically a school does not apply until they have an instructor hired. When CTE receives the application, it is first reviewed by that program supervisor who makes their recommendations to Mr. Sick and Mr. Wagner. After consideration, a list is compiled for this Board's approval. Currently there are four new program requests from three schools and one expanded program request totaling \$54,587.00. Mr. Sick reminded members that they have approved the 2021 Fall, 2022 Spring and 2022 Fall requests without funding. This approval gives them access to Perkins dollars to support that program. The agency is keeping a list of everything that has been approved to include in legislative considerations during the 2023 Legislative Session. Mr. Sick confirmed that these requests have met the expectations that are set for new and expanding programs and recommends that the Board approve the current requests and include them on the Legislative list. Mr. Sick also informed members that this week during the National FFA Convention there will be a bylaws vote stating that to have an FFA chapter you must have an approved agricultural education program. Therefore, if the North Valley Area CTC expanded program request is not approved, they would not be able to have an FFA chapter.

Mr. Josh Johnson moved to approve these programs without funding and was seconded by Mr. Burdell Johnson. With no discussion a roll call vote was administered:

Mr. Bertagnolli – Aye  
Ms. Engstrom – Aye  
Dr. Hagerott - Aye  
Mr. Burdell Johnson - Aye  
Mr. Josh Johnson - Aye  
Mr. McHugh – Aye  
Mr. Nelson – Aye  
Ms. Baesler - Aye  
Ms. Meehl – Aye  
9-0-0 Absent

### **Revised State and Perkins Budgets:**

Mr. Sick reviewed the 2021-2023 Biennium General Fund Projections stating that our appropriation is \$41,735,063 and reminded members that we spend down our general funds before accessing federal money as these can be carried over and general funds cannot. Mr. Sick reviewed the 2022 Actual Expenditures, 2023 Available Funds and the anticipated 2023 expenditures leaving us with a \$88,226 deficit. Mr. Sick reminded members that they have the authority to reduce reimbursement rates next Spring if we indeed have insufficient funds and we will monitor this closely keeping Board informed as to the status.

Mr. Sick reviewed the Carl Perkins Obligations for Fiscal Year 2023 informing members that inadvertently we did not request enough federal dollars in our 2023 legislative request, so we are currently working with OMB to potentially submit a request to increase our Federal Fund authority if there is an Emergency Commission meeting prior to the session or add those dollars into the Deficiency Spending Bill during the legislative session. It was requested that the Board receive a report reflecting actual unobligated dollars.

### **State Director Report:**

Ms. Sick presented the progress of his goals and informed members that he changed his general updates to reflect the goals they correspond with versus chronologically. Mr. Sick reviewed the meetings that he has been attending, selection to participate in the Advance CTE Opportunity Gap Analysis Workshop and the fiscal WebGrants status. NDCTE staffing updates include hiring a half time administrative assistant for Marketing Education and the resignation of the Agriculture Education Administrative Assistant. That position is currently accepting applications.

Mr. Sick informed the Board that there are more than 100 new CTE administrators, instructors, and counselors in North Dakota this fall and still at least 12 vacancies as of August 30, 2022. Mr. Sick reviewed the 2022-23 Potential Regular Education Pipeline as of October 2022 and discussion was held on concerns keeping new instructors.

Mr. Sick included in the materials packet a copy of his revised 2022-23 Goals as informational only.

Dr. Martin informed members that CDE's enrollments are up about 20% from 2019 and currently serving approximately 3,500 students. They are presently compiling a needs assessment survey of superintendents so that CDE can align their priorities to the needs of school districts. A copy of the survey was included in the materials packet. The survey results will also help them revise their mission and establishing strategic goals for the organization. Dr. Martin presented the Filling a Critical Need flyer that will be used during the Legislative Session to bring awareness of CDE's needs. CTE also has developed a similar fact sheet and Mr. Sick will send this out to members for their use.

**Future Meetings:**

The next meeting will be Monday, November 28, 2022, and discussion was held if there was interest holding meetings in places other than Bismarck when the Public School Education Board does not meet. The December meeting usually consisted of the approval of the CAR Report but that was moved to January so this meeting will only consist of the State Director's formative evaluation and the vision visit training. A Doodle Poll will be sent out to determine which day in December will work for a virtual meeting for a majority of the members. Monday, January 23, 2023, will be the following meeting.

Ms. Meehl reminded members that the State Director's formative evaluation will be due to her by November 30.

There being no other business brought before the Board, the meeting adjourned at 11:50 am.