



COVID-19

ND Career and Technical Education Updates and Guidance

Spring 2020 Industry Advisory Committee Meetings

The agency has received a number of questions concerning the requirement to host two Industry Advisory Committee Meetings during a school year to be eligible for state and Perkins funding. We at NDCTE feel this is important to continue, now more than ever. This is an opportunity for your Industry Advisory Committee members to provide feedback on how your school district, area career and technology center or college continues to provide quality CTE courses via distance. We encourage you to follow Center for Disease Control and ND Department of Health guidelines while conducting meetings. Utilize technology platforms such as Microsoft Teams, Zoom and conference calls. If you need assistance planning meetings and utilizing virtual meeting platforms, please contact your State Program Supervisor for assistance.

If it is impossible to complete a virtual Industry Advisory Committee Meeting, at minimum a CTE program update should be provided via email to your committee and allow members to provide feedback. Instructors should work with their Committee Chair on the contents of the program update. The program update, member comments, approval of continuation of the program and [SFN 15256](#) are to be submitted to the Department via the BRP system. Member comments and approval of continuation can be collected via email. The SFN 15256 can be signed by the program instructor, counselor, CTE Director, local administrator or Committee chair.

North Dakota Department of Career and Technical Education
600 East Boulevard Ave – 15th Floor
Bismarck ND 58505 701-328-3180 www.cte.nd.gov