

**STATE BOARD FOR CAREER AND TECHNICAL EDUCATION**

Minutes of Meeting

December 22, 2014

Members of the State Board for Career and Technical Education met at 9:00 a.m. CST via telephone conference on Monday, December 22, 2014, in the CTE State Director's Office, 15<sup>th</sup> Floor, State Capitol Building, Bismarck. The meeting was called to order by Dr. Brian Duchscherer, Chair. The following members were present:

Ms. Cheri Giesen, Member  
Mr. Jeff Lind, Member  
Ms. Debby Marshall, Vice Chair  
Ms. Sonia Meehl, Member  
Ms. Val Moritz, Member  
Mr. David Richter, Member  
Dr. Larry Skogen, Member

Wayne Kutzer, Dwight Crabtree, Brenda Schuler, and Paula Marschner were also present.

Dr. Duchscherer welcomed the board and audience members.

**CONSIDERATION OF NOVEMBER 17, 2014 MINUTES** – Ms. Marshall moved and Mr. Lind seconded to approve the minutes of the November 17, 2014 meeting as presented. The motion passed unanimously.

**FINANCIAL REPORT** - Mr. Kutzer reviewed the Appropriation Status Report and the Administrative Budget and Expenditures Report for month ended November, 2014, reporting that the total budget expended is in line with the time elapsed.

Following a brief discussion, Ms. Moritz moved and Ms. Giesen seconded to approve the financial reports as presented. The motion passed unanimously.

**CONSOLIDATED ANNUAL REPORT** – Mr. Crabtree provided an overview of the Consolidated Annual Report, stating that the report must be filed annually with the U.S. Office

of Education by December 31.

Mr. Crabtree reported that the secondary measures have been finalized and all achievements have been met; however there are a few typos that need to be corrected.

It was also noted that the secondary CTE Concentrators number has increased by 1,000 from last year and the CTE postsecondary CTE Concentrators number is currently down by 400; however, the tribal data is still being collected.

Ms. Giesen questioned the postsecondary grand total data that doesn't add up with the total of female and male numbers. Mr. Crabtree responded that it should add up and he will investigate why there is a discrepancy and get it corrected.

Mr. Crabtree reported on the postsecondary data, reporting that all North Dakota University System data is in; however, the Tribal Colleges are still submitting their data.

Mr. Crabtree explained the postsecondary measures and reported that all achievements have been met except 5P1 Nontraditional Participation. It is anticipated that this measure will be achieved once all tribal data has been entered.

Dr. Skogen asked for clarification regarding technical skill attainment. Mr. Crabtree responded that due to many of the program areas not having technical assessments, a grade of a "C" or better is used. Mr. Kutzer reported that the federal law states that technical assessments must be used, where available and appropriate, but that a "C" or better is used in the areas when no technical assessments are available.

Following a brief discussion, the board thanked Mr. Crabtree for the positive report and commended Mr. Kutzer and Mr. Crabtree on the negotiation process with the U.S. Department of Education.

Dr. Skogen moved and Mr. Richter seconded to approve the 2014 Consolidated Annual Report and allow Mr. Crabtree to amend the report with any new data received prior to

submission to the U.S. Department of Education. The roll call vote was as follows:

Ms. Meehl – aye  
Ms. Moritz – aye  
Mr. Lind – aye  
Ms. Marshall - aye  
Mr. Richter – aye  
Dr. Skogen - aye  
Ms. Giesen – aye  
Dr. Duchscherer – aye

The motion passed unanimously.

Mr. Kutzer reported that Mr. Crabtree will present a follow up to the Consolidated Annual Report during the January State Board meeting.

**FUTURE MEETINGS** – The January board meeting is scheduled for Tuesday, January 20, 2015, in Bismarck.

The February board meeting is scheduled for Tuesday, February 17, 2015, in Bismarck.

The March board meeting is scheduled for Monday, March 16, 2015, in Bismarck.

The meeting adjourned at 9.27 a.m.

Respectfully submitted,

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Dr. Brian Duchscherer  
SBCTE Chairperson