

STATE BOARD FOR CAREER AND TECHNICAL EDUCATION

Minutes of Meeting

February 18, 2014

Members of the State Board for Career and Technical Education met at 1:00 p.m. CST on Monday, February 18, 2014, in the Peace Garden Room, State Capitol Building, Bismarck. The meeting was called to order by Dr. Brian Duchscherer, Chair. The following members were present:

Mr. Darren Brostrom, Member
Mr. Jeff Lind, Member
Mr. Tim Mairs, Member
Ms. Debby Marshall, Vice Chair
Ms. Val Moritz, Member
Mr. David Richter, Member

Wayne Kutzer, Dwight Crabtree, Brenda Schuler, Gwen Ferderer, Clarke Molter, Don Fischer, Marilyn Orgaard, Vicki Neuharth, Julie Schirado, Eric Ripley, Wayne Ulven, Dr. Allen Burgad, Sue Myxter, and Doug Vannurden were also present. Dr. Duchscherer welcomed the board and audience members.

CONSIDERATION OF DECEMBER 19, 2013 MINUTES – Mr. Lind moved and Ms. Marshall seconded to approve the minutes of the December 19, 2013 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 January, 2014, reporting that the total budget expended is in line with the time elapsed.

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

DIRECTOR'S REPORT – Mr. Kutzer introduced Ms. Gwen Ferderer, Budget & Finance Administrator, reporting that she was hired on January 15. Mr. Curt Dahme retired effective January 31; however, he will be returning as a temporary part-time employee to assist Ms. Ferderer in the transition.

Ms. Tracy Becker has been hired as the Information Technology Supervisor. Ms. Becker will begin employment on June 1, 2014, once her current employment contract with James Valley Area Career and Technology Center is completed. In the meantime, she will be contracted to work on summer training and the Professional Development Conference.

Ms. Marilyn Orgaard has been hired as the Career Resource Network Supervisor, effective March 1. Ms. Kathy Holle is retiring effective March 14.

The Curriculum and Standards Specialist position has closed and applications will be reviewed shortly.

Mr. Kutzer announced that the Office of Vocational and Adult Education has changed their name to the Office of Career, Technical and Adult Education (OCTAE). The name better reflects the field of CTE and its importance.

Mr. Kutzer reported that the Autism Technology Grant had one applicant – the Anne Carlson School. The application has been provisionally approved and is effective on July 1. Mr. Kutzer will provide a full report as things progress.

2013 FINAL CONSOLIDATED ANNUAL REPORT – Mr. Crabtree reviewed the data information, reporting that the revised data had no net effect change. The final report has been submitted to the U.S. Office of Education.

Mr. Crabtree distributed and reviewed a draft report on the Performance of CTE Concentrators and the 2010-2013 North Dakota Assessment and Graduation Rates, reporting that students who are CTE concentrators consistently are achieving higher proficiency levels in

math and reading. The document will be published once the Department of Public Instruction releases the finalized graduation rates.

Mr. Kutzer reported that the information positively reflects on career and technical education and the positive impact CTE courses have on students. Once the final report is published, Mr. Kutzer will provide the information to the Board.

Discussion was held on the draft report and the importance of getting the information out as soon as it is published.

Following discussion, it was agreed that the final report should be sent to all superintendents, CTE administrators, schools, and others to show the positive impact of career and technical education programs.

TECHNOLOGY AND ENGINEERING EDUCATION – ALTERNATIVE TEACHER CERTIFICATION – Mr. Don Fischer distributed and reviewed the proposed Technology and Engineering Education teacher certification requirements and the rationale for the changes. Mr. Fischer reported that he met with Ms. Janet Welk, Director of the Education Standards and Practices Board who agreed with the changes.

Discussion was held on the credit requirements and what qualifies as teaching experience. Discussion was also held on why the Praxis II was not listed in the provisional license area and whether it should be clarified in the certification requirements so that it doesn't appear that there are two sets of standards. Mr. Fischer will meet with Ms. Welk to get clarification and incorporate the Praxis information that indicates how the process works, into the certification requirements.

Following discussion, Mr. Richter moved and Ms. Moritz seconded to approve the Technology and Engineering Education certification requirements as presented and include/

clarify the Education Standards and Practices Board requirements. The roll call vote was as follows:

Mr. Mairs – aye
 Ms. Moritz - aye
 Mr. Lind – aye
 Ms. Marshall - aye
 Mr. Richter – aye
 Mr. Brostrom – (absent and not voting)
 Dr. Duchscherer – aye

The motion passed unanimously.

PROGRAM STANDARDS – Family and Consumer Sciences – Ms. Vicki Neuharth presented the proposed Family and Consumer Sciences Content Standards, reporting that a committee of instructors were involved in the process and reviewed both state and national curriculum standards. It is anticipated that the frameworks will be completed by the August Professional Development Conference.

Following a brief discussion, Mr. Lind moved and Mr. Mairs seconded to approve the North Dakota Family and Consumer Sciences Program Standards. The roll call vote was as follows:

Mr. Mairs – aye
 Ms. Moritz - aye
 Mr. Lind – aye
 Ms. Marshall - aye
 Mr. Richter – aye
 Mr. Brostrom – (absent and not voting)
 Dr. Duchscherer – aye

The motion passed unanimously.

Ms. Julie Schirado distributed the North Dakota Living magazine and Ms. Neuharth reported that an article written by Ethan Mickelson, a FCCLA member who traveled to Japan, appears on page 18-19.

Aviation & Aviation Technology I Frameworks – Ms. Marilyn Orgaard reported that the Aviation I Standards were developed with the assistance of three aviation instructors. The standards are unique in that they are based on federal aviation administration work and are coded in the federal regulations format.

Discussion was held on the Aviation I course and how soon Aviation II program standards may be developed.

Mr. Clarke Molter reported that the expertise level of the three Aviation instructors during the program standards meetings was excellent and that is it relatively new, with the Bismarck Career Academy taking the lead on it. The Aviation Technology II course is still in the pilot stages at Grand Forks and Fargo. The board agreed that there is a need for the Aviation program and they provide excellent opportunities for students.

Following a brief discussion, Ms. Marshall moved and Ms. Moritz seconded to approve the North Dakota Aviation I Program Standards and Frameworks. The roll call vote was as follows:

Mr. Mairs – aye
Ms. Moritz - aye
Mr. Lind – aye
Ms. Marshall - aye
Mr. Richter – aye
Mr. Brostrom – (absent and not voting)
Dr. Duchscherer – aye

The motion passed unanimously.

CASS COUNTY AREA CAREER AND TECHNOLOGY CENTER PROPOSAL –

Mr. Kutzer reviewed the approval process and reported that the proposal addressed all requirements. The Cass County Area Career and Technology Center (CFACTC) would implement four programs for 2014-15 and additional programs would begin the following

year. Based on review of the proposal, Mr. Kutzer recommended approval of the CCACTC, beginning with the 2014-15 school year.

Dr. Burgad, Assistant Superintendent of Secondary Education in West Fargo reviewed the proposal and survey results, reporting that the West Fargo Advisory Committee strongly supported the pursuit for a CTE regional center.

Ms. Sue Myxter, CTE Director with Fargo Public Schools, reviewed student survey results, reporting that based on the results, students favored on-line courses.

Dr. Burgad reviewed the proposed and future program offerings and budget information. Discussion was held on the sustainability of providing funding in the future. Dr. Burgad responded that sustainability should not be an issue with the cost savings they have planned and the increase in students.

Discussion was also held on the outreach to other Cass County schools, especially the rural areas. Dr. Burgad responded that initially Casselton and Kindred were interested in participating but have since elected not to. Both schools, along with other schools in Cass County, will continue to be invited to join in as center members.

Discussion was held on how the governing board was determined and whether three members were sufficient. Dr. Burgad responded that the superintendents at Fargo, West Fargo and Northern Cass felt it was important that a small school have the same leverage as a large school and that each school determines who will represent them.

Discussion was also held on the CTE Director that will be available at the schools and area center. Mr. Kutzer responded that the CTE Director responsibilities will be a coordinated effort; split one-third at West Fargo, one-third at Fargo and one-third at the center.

Following more discussion, Mr. Lind encouraged the Cass County Area Career and Technology Center to continue their outreach to rural areas. The board agreed.

Mr. Lind moved and Mr. Mairs seconded to approve the Cass County Area Career and Technology Center as recommended. The roll call vote was as follows:

Mr. Mairs – aye
Ms. Moritz - aye
Mr. Lind – aye
Ms. Marshall - aye
Mr. Richter – aye
Mr. Brostrom – (absent and not voting)
Dr. Duchscherer – aye

The motion passed unanimously.

CTE STRATEGIC PLAN 2014 – Mr. Kutzer reviewed the strategic planning process, reporting that Dr. Marv Erhardt was the facilitator. CTE Administrators and staff worked on the process over several meetings, which were well attended.

Mr. Kutzer reported that the strategic plan is meant to be a living document. He then reviewed the goals and explained the rationale of each goal and the strategies/action steps of each goal.

Discussion was held on the timelines and who would be responsible for ensuring the strategic plan is progressing.

Mr. Kutzer responded that once the Board approves or endorses the plan, the agency would begin to work on identifying the action steps. Mr. Kutzer reported that he is seeking Board approval for the goals and outcomes and that the strategies and action steps would not be part of the approval.

Discussion was held on how the strategic plan would be labeled, since the Board has not provided input. Would the plan be the State Board's Strategic Plan or the Department of CTE's Strategic Plan? Mr. Kutzer responded that he would view the plan as the Department's, with CTE administrators across the state involved, since it relates to practices of the agency.

A question was raised as to who initiated the process. Mr. Kutzer responded that he did because the legislative session is coming and he wanted feedback from administrators and staff regarding the budget and potential legislation. The document then grew into more than about budgets and legislation.

Discussion was held on the importance of legislators knowing that the budget should be restored to what has been taken away over the years, along with addressing the inequities in funding.

Mr. Eric Ripley, CTE Director in Grand Forks, spoke on behalf of the process, reporting that the strategic plan was worked on multiple times and he, along with other administrators, felt that it was a good process, with thoughtful discussions and is a work in progress.

Mr. Don Fischer, Technology and Engineering Education supervisor, reported that state staff and CTE administrators worked together and expanded on the goals, all with a common vision.

Mr. Doug Vannurden, Assistant CTE Director at the Missouri River Area Career and Technology Center, agreed that there are funding inequities and that it would be beneficial to have Board representation.

The Board agreed that the strategic plan is good, and asked Mr. Kutzer to continue working on the document and bring it back to the Board.

CAREER AND TECHNICAL STUDENT ORGANIZATION CONFERENCES –

Board members were invited to attend the CTSO Conferences being held over the next few months. Anyone interested in attending should contact Mr. Kutzer or the individual named in the invitations.

FUTURE SBCTE MEETINGS – The March board meeting is scheduled for Monday, March 17, 2014.

The April board meeting is scheduled for Tuesday, April 22, 2014.

The meeting adjourned at 3:34 p.m.

Respectfully submitted,

Dr. Brian Duchscherer
SBCTE Chairperson