

**Minutes of the Regular Meeting of the
STATE BOARD OF CAREER AND TECHNOLOGY EDUCATION
HODGE EDUCATION BUILDING
2500 NORTH LINCOLN BOULEVARD
OKLAHOMA CITY, OKLAHOMA**

December 19, 2019

The State Board of Career and Technology Education began its regular session at 9:09 a.m., Thursday, December 19, 2019 at the Hodge Education Building, 2500 North Lincoln Boulevard, Oklahoma City, Oklahoma. The final Agenda was posted at 2:00pm, December 17, 2019, in accordance with 25 O.S. 2011, § 311(9).

Members of the State Board of Career and Technology Education present:

Mrs. Joy Hofmeister, State Superintendent of Public Instruction and Chair of the Board
Dr. Marcie Mack, State Director, ex-officio nonvoting member
Mrs. Janet Smith, Tulsa
Mr. Michael Brown, Lawton
Mr. Brian Bobek, Oklahoma City
Ms. Estela Hernandez, Oklahoma City
Mr. Randy Gilbert, Tecumseh
Mr. Jimmy Stallings, Enid
Mr. David Stewart, Afton
Mr. Tim Burg, Shawnee

Members of the State Board of Career and Technology Education not present:

None

Attendees from the Oklahoma Department of Career and Technology Education and other guests:

See Attachment A.

CALL TO ORDER

Superintendent Hofmeister called the meeting to order at 9:09 a.m. Ms. Angela Jones called the roll and ascertained there was a quorum.

PLEDGE OF ALLEGIANCE, OKLAHOMA FLAG SALUTE, AND MOMENT OF SILENCE

Superintendent Hofmeister led Board members and all present in the Pledge of Allegiance to the American flag, a salute to the Oklahoma flag, and a moment of silence.

OPENING COMMENTS

Superintendent Hofmeister welcomed everyone. Our most recent updates after the annual school report card that was given out in November, shows a post-secondary opportunity indicator. We saw that growth, which includes CareerTech opportunities, any form of concurrent enrollment with a university or college, any kind of advanced coursework some of those AP courses are taken at CareerTech Technology Centers as well and we saw that increase by over 7% since last year. We saw an increase in internships increased 400%. We are grateful for the partnership and what we are hearing now from the schools. For example, one school has said "Well, we're not even a cooperating member with one of our CareerTech centers and we need to be now". We are going to need more teachers because we know we have many, many students that want to be a part of CareerTech. We will continue to look at ways to expand.

DIRECTOR'S COMMENTS

Dr. Mack welcomed board members and Superintendent Hofmeister. There are several items in your packet today since we did not have a board meeting last month.

- The annual report for last year is completed. Through some efficiencies we are able to get that to you before the first of 2020. Some of the key pieces that you will see is our overall enrollments is well over 550,000 which is an increase. One of our largest increases is specific to the business and industry served, last year we served approximately 6,900 companies and we're well over 8,000 this year. We will touch base on the annual report a little more when we talk about the Perkins draft because we want to make sure that we're continuing to move the needle in that area. It will also be posted on our website and it will also be utilized as we have the opportunity to present to our elected officials the various areas that we get to deliver in Career and Technology Education.
- There is a copy of our board meetings for 2020. Our January board meeting has been moved to January 21st which is on a Tuesday. We will send this out electronically as well.
- I have the opportunity to serve and be appointed to the Education Commissions of State Steering Committee. I have had an opportunity to be on that group with Superintendent Hofmeister, Chancellor and three other elected individuals.

Superintendent Hofmeister said that's a really great thing for Oklahoma as commissioners to have leadership from Oklahoma on that steering committee and be able to highlight things that are happening in Oklahoma. It really helps elevate the profile of the great things that are happening in our state and that attracts business. Dr. Mack said she's excited to serve in that role so that we can, as Superintendent Hofmeister, said continue to tell the story of the great things happening in Oklahoma.

- At the end of October we had our National FFA Convention and here are some of those highlights. We will have students who were national winners present before the board as we go through the year, just as we do from all of our CareerTech student organizations. We wanted to provide you a summary of all of the great activities, national winners and Oklahoma's representation in the nation for FFA.
- We have also included the CareerTech 2020 calendar. If any of you would like more calendars we can get those to you.
- Mr. Stewart has talked about the Oklahoma Works Together outline. I wanted to make sure that you had the latest copy because as we do talk about a Perkins V State Plan this is an integral part of that to make sure what we're doing in workforce is along the lines of the statewide efforts.

1.05 MINUTES OF THE OCTOBER 17, 2019 REGULAR MEETING

Mr. Tim Burg moved to approve the minutes of the October 17, 2019 regular meeting. Mr. Jimmy Stallings seconded. The motion carried with the following votes: Ms. Hernandez, yes; Mr. Bobek, yes; Mr. Stallings, yes; Mr. Stewart, yes; Mr. Burg, yes; Mr. Brown, yes; Ms. Smith, yes; Mr. Gilbert, yes; Superintendent Hofmeister, yes. Motion carried. A copy is on file at the Oklahoma Department of Career and Technology Education.

RECOGNITIONS AND PRESENTATIONS

2.01 PRESENTATION ON THE NATIONAL TECHNICAL HONOR SOCIETY BY MERIDIAN TECHNOLOGY CENTER STUDENTS.

Ms. Teri Ray with Meridian Technology Center talked about the National Technical Honor Society (NTHS). The National Technical Honor Society in Oklahoma currently has 62 chapters in technology centers and high schools along with 3,353 members. Oklahoma has the largest membership in any of the states. In 2019, Oklahoma students received \$13,000 in scholarships from the National Jon H. Poteat Scholarship Foundation. NTHS honors the achievements of top CTE students, provides scholarships to encourage the pursuit of higher education, and cultivates excellence in today's highly competitive, skilled workforce.

Mejalaa Mega Jayaseelan (Meji) is a Meridian Technology Center student. Meji is a senior taking the biomedical sciences course. She would like to be a cardiologist upon completion of school. To be a part of NTHS the criteria are: be a member and participation in a program area CareerTech Student Organization (CTSO), GPA of 3.5 or higher, 95% attendance and teacher recommended. NTHS has seven attributes that they use for learning, Skill, Scholarship, Honest, Responsibility, Service, Leadership and Citizenship. Meji is a part of another CareerTech Student Organization called Oklahoma HOSA where she is the president this year. After I started attending Meridian Technology Center I found out about NTHS and CTSO's. I realized that

leadership is more about just being president or being an officer, you get to learn to follow which is very important to me because I like that whoever my officer is they listen to my needs and then they're able to use and put that into their CTSOs.

MANAGEMENT INFORMATION

3.01 KIAMICHI TECHNOLOGY CENTER – UPDATE ON PARTNERSHIPS WITH NASHOBA PUBLIC SCHOOL AND CLAYTON PUBLIC SCHOOL

Dr. Mack gave the update. In 2018 Nashoba Public School and Clayton Public School presented information and conversation around de-annexing from Kiamichi Technology Center. The board had worked through various avenues of communication pieces. We did a six-month update and now we are doing a year out update. There is an outline specifically from Kiamichi Technology Center's Talihina campus that shows the work they're doing with their schools, contact lists of the information that they are working with their partner schools. The Talihina campus works specifically with Nashoba and Clayton. They are continuing to partner opening opportunities for both Nashoba and Clayton students at Kiamichi and then also making sure that the short term classes that they're offering for the adults within those two areas are also having the opportunity for additional continued development. The positive feedback from all individuals involved and that relationship is moving forward.

3.02 CONSTRUCTION INDUSTRIES BOARD INTERAGENCY AGREEMENT

Dr. Mack talked about the interagency agreement between the Oklahoma Department of Career and Technology Education and the Construction Industries Board. We were very fortunate with legislation that was passed, House Bill 1280, that actually went into effect this November. That legislation allows the opportunity for the Construction Industries Board to partner with us and provide financial resources specifically to promoting construction industries. Rick Russell, who is on our staff, has been very instrumental in working directly with the construction industry staff and we have outlined specifically what our roles and responsibilities will be at the Department of CareerTech as well as the Construction Industries Board.

There was an official board meeting with the Construction Industries Board because it is a financial commitment. Their board did approve the agreement on December 14, 2019. There is no action required on the part of our board but I do believe that it is important that you are aware of this specific action as we make sure we are meeting the intent of the legislation that was passed. We will provide help in providing promotional materials and starting that at the 6th grade and moving through that process. Also our work based learning component will be a large piece of this as well to help the schools.

3.03 STATE STAFF SUMMARY – BECKI FOSTER, CHIEF OF STAFF

We had all staff together for our state staff meeting on Monday, December 16, 2019. We started the day off by acknowledging our new employees. We also celebrated our staff who received internal promotions. Probably the most powerful part of state staff was when Mr. Billy Powell talk to our staff. You may recognize his name. He sent a letter to Dr. Mack numerous months ago and he was a skill centers student that became a business owner. Mr. Powell talked about how he was incarcerated and when he went through a CareerTech program and how it totally changed his life. There wasn't a dry eye in the room. He shared his story and is now a very

successful business owner of Powell Construction. He received a standing ovation from the entire staff.

We then moved into Agency Goals. We had staff members who have worked on those goals to report the progress to staff members. Another successful item we participate in is Pinnacle Awards. Pinnacle Awards is a way that we celebrate staff successes. The awardees are nominated by their co-workers. We also had three (3) team awards this year, our Accreditation Team, United Way Team and then two people in Human Resources who made sure payroll was completed when they were short staffed. Marcie went over the Annual Report and recognized our staff and what they do every day and it does make a difference.

Mr. Powell and his employees stayed for the entire meeting and then ate lunch with us. It was a neat experience to watch our staff go up, shake his hand and thank him for what he's accomplished. We then wrapped up our day with professional development. We offered six sessions for our employees in the afternoon. They ranged from Microsoft Office 365, The Art of Getting It Done, Getting Things Checked off Your List to Multi-Generations in the Workforce.

We bring our staff together twice a year, June and December. We had an amazing lunch that was sponsored by our Employees Association. Mr. Bobek and his family were able to attend, eat lunch and meet staff. We ended the day by hosting an agency children's party. Mr. and Mrs. Claus greeted about 40 children that night.

3.04 PERKINS V AND STATE PLAN OVERVIEW – DR. MARCIE MACK

Dr. Mack talked about the Perkins V and State Plan. We have mentioned this at various times, the Perkins legislation that passed is called Strengthening Career and Technical Education for the 21st Century and so the abbreviated terminology for that is Perkins V. In that particular legislation the specific deliverables that we have in Career and Technology education our goal with our plan update is to make sure that it aligns very specifically with the Strategic Plan that you as the CareerTech Board has approved as well as its specific alignment with the strategies and goals of Oklahoma Works Together.

Dr. Mack went over, in detail, the various components to what makes up Perkins V and the State Plan and what goes into those components, dollars amounts, what we need to do, what we have done and what Perkins V is intended to do.

Lisa Batchelder, Chief Financial Officer, had the opportunity for a national group to volunteer to read some plans as drafts. Letha Bauter, Federal Program Manager, sent that last week for the national group to give us their input, what areas that they would recommend to strengthen, areas that they would like for us to evaluate and so on. We are trying to garner as much external input as possible to make sure this isn't a one and done. We do get an opportunity to update it as we go forward but we would like to make sure that we have a solid plan and a great foundation to build off of as we move forward.

MANAGEMENT ACTION ITEMS

4.01 DISCUSSION AND VOTE ON FULL POSTSECONDARY ACCREDITATION OF THE SOUTHERN OKLAHOMA TECHNOLOGY CENTER SCHOOL DISTRICT NO. 20 – RANDY FEAGAN, ACCREDITATION MANAGER

Mr. Randy Fagan, Accreditation Manager, spoke to our Board. On September 17th and 18th of 2019 the accreditation division performed an on-site accreditation review at Southern Oklahoma Technology Center in Ardmore. The team comprised of 23 examiners and department staff including ten examiners from technology centers. The examiners interviewed 20 stakeholders in various manners including individual settings and small groups. The stakeholders include a business and industry representatives, community leaders, partner school administrators, teachers and parents of students attending the Technology Center. Examiners interviewed technology center administration, certified staff and support staff and of course students. The examiners evaluated all aspects of Technology Center operations using the quality standards approved by this board and listed in the accreditation of standards published by the Oklahoma Department of Career and Technology Education. These standards addressed leadership and administration, instruction and training, support services, measurement and analysis, personnel operations and system impact. During the review, examiner's identified one area of non-compliance with the requirements of federal regulations. The Technology Center submitted a corrective action that is sufficient to remedy the issue. Examiners found no other items requiring corrective action. We recommend that the board grant full accreditation status to Southern Oklahoma Technology Center. If approved the Technology Center will have 90 days to submit an action plan addressing one opportunity for improvement for each of the quality standards listed in the report. Agency staff will monitor progress toward completion of these continuing improvement action plans and provide technical assistance where needed. Dr. Powell from Southern Oklahoma Technology Center superintendent is here in attendance with us today.

The accreditation status of technology centers is reviewed annually. Accreditation is extended for one year at a time and may be dropped or withdrawn at the conclusion of a fiscal year. However, the institution's Certificate of Accreditation is valid as long as the school continues to satisfy the conditions for accreditation as established by the State Board, not to exceed a five-year time period.

Dr. Powell briefly spoke to the board about Southern Oklahoma Technology Center.

Mr. Burg moved to approve the accreditation of Southern Oklahoma Technology Center School. Mr. Brown seconded the motion. The motion carried with the following votes: Mr. Gilbert, yes; Ms. Smith, yes; Mr. Brown, yes; Mr. Burg, yes; Mr. Stewart, yes; Mr. Bobek, yes; Superintendent Hofmeister, yes. Motion carried.

NEW BUSINESS

There was no new business.

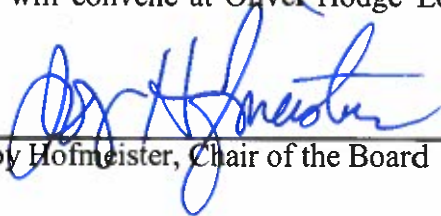
ANNOUNCEMENTS

Mr. Bobek talked about his trip to two (2) of our Skills Centers and his experience. He challenged the rest of the board members to make an effort to go if they got the chance.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:23 a.m.

The next regular meeting of the State Board of Career and Technology Education will be held on Tuesday, January 21, 2020 at 9:00 a.m. The meeting will convene at Oliver Hodge Education Building, Oklahoma City, Oklahoma.



Joy Hofmeister, Chair of the Board



Angela Jones, Executive Assistant
to the CareerTech State Director and Secretary
of the CareerTech Board