Minutes of the Special Meeting of the

STATE BOARD OF CAREER AND TECHNOLOGY EDUCATION
HODGE EDUCATION BUILDING
2500 NORTH LINCOLN BOULEVARD
OKLAHOMA CITY, OKLAHOMA

June 17, 2021

The State Board of Career and Technology Education began its special session at 9:00 a.m., Thursday, June 17, 2021 at the Oklahoma State Department of Education, Oliver Hodge Building, Room 1-20, Oklahoma City, OK; and the meeting was also streamed on Youtube. Notice was properly given, and the final Agenda was posted at 8:27 a.m., June 16, 2021, in accordance with 25 O.S. 2011, § 311(9).

Members of the State Board of Career and Technology Education present and all appeared in person:

Ms. Joy Hofmeister, State Superintendent of Public Instruction and Chair of the Board
Dr. Marcie Mack, State Director, ex-officio nonvoting member
Mr. Brian Bobek, Oklahoma City
Mr. Michael Brown, Lawton
Ms. Estela Hernandez, Oklahoma City
Mr. Edward Hilliary, Elgin
Ms. Janet Smith, Tulsa

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

Mr. Randy Gilbert, Tecumseh
Mr. Jimmy Stallings, Enid
Mr. David Stewart, Afton

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 9:00 a.m. Ms. Angela Jones called the roll and ascertained there was a quorum.

SUPERINTENDENT'S COMMENTS

Superintendent Hofmeister said that it is so good to see everyone and great to be back in person. It is good to meet Mr. Hilliary our newest Board member. This is the first board meeting we have had back in this location in a long time. We are still working on some renovations from the ice storm, believe it or not to this building. Thanks for being here even though it feels like we're not quite set yet.

DIRECTOR'S COMMENTS

Dr. Mack said thank you Superintendent Hofmeister and board members. Good morning and thank you for being here in person. It does feel good to see everyone here and garner the energy from everyone as we move forward and jump into a new fiscal year. Lisa will touch on the budget a little bit later. I have just a few items to bring you up to date on:

- We have our Oklahoma Educator Industry Partnership group or OEIP, that we have been working on for a substantial amount of time. Last year we took that to a monthly virtual component so this summer we were looking at an option to keep it virtual. We've had enough requests that we currently have six in-person sessions that were requested by the teachers and industry partners and we may potentially need to add more before we get to August. Our first one was with the film industry. We are continuing to connect our educators with industry and providing that opportunity.
- In July, I have the opportunity to step into the role with Advanced CTE as President of their board. So Oklahoma will have an opportunity to tell our story about what we get to do not only in career and technology education but the opportunity to have with partnerships in education of how we can work with the State Department of Education and Regents for Higher Education and provide that whole pathway. At Advance CTE we are kicking off a new strategic plan and many of the objectives and outlines that they have. In Oklahoma we're very blessed that we have already substantial outcomes that we'll get to share. I'm excited to be able to help Oklahoma get on the map and continue that conversation about what we can offer students.
- We also have an adult basic education coaster for you. As we went through that particular piece and went through the pandemic our testing and students enrolling in adult basic education and GED high school equivalency, we need to make sure that we are helping individuals engage back in that educational process. Our testing was down, we were not connecting with students in being able to get them enrolled. We now have an awareness campaign for adult basic education. The QR code will determine where they can get classes and testing. We know we will have new numbers when the census numbers are official, and we get those hopefully towards the end of August. In our target area we had well over 300,000 that were identified

in 2010 that potentially would qualify for these services. So, there is work to be done and we're trying to make sure that we have that awareness. We have some additional sites that will come on that you will see some more conversation about if you are interested in your high school equivalency that we have opportunities for individuals to connect.

- The meat trailer has hit the road. The mobile trailer is in training right now in Talihina then we'll move to McAlester in a few days to have another training. Then the American Association of Meat Producers (AAMP) will be here and it'll be a part of their tour since they helped us design that. We're excited to get that moving forward and looking for great things to continue to happen.
- In your packet, there is a brochure on Licensed Construction Careers. The reason that I put that in there, we are partnering with the Oklahoma Construction Industries Board or CIB specifically about awareness. I mentioned awareness on adult basic education, this is awareness on construction industries, construction pathways and jobs that are available. This is in partnership with the Construction Industries Board at their request of specific things that they want us to target. There will be videos with this that we will be providing in various grade levels for the awareness and then also directly to adult populations. This same outline is what we are also using with our aerospace partners and the ACES group at Commerce to talk about the aviation and aerospace industry. We will have some more opportunities to outline that.
- In our Skill Centers area, I have received the question about our programs that are at Fort Supply, we do have an opportunity to provide those programs at other locations and we are working out the details for that. As Fort Supply will transport the individuals to other locations, we are hopeful that the programs that we have will continue to transition to certifications and into workforce just with different locations.

1.05 MINUTES OF THE MAY 20, 2021 REGULAR MEETING

Mr. Brown moved to approve the minutes of the May 20, 2021 regular meeting. Ms. Smith and Ms. Hernandez seconded. The motion carried with the following votes: Ms. Smith, yes; Mr. Hilliary, yes; Ms. Hernandez, yes; Mr. Brown, yes; Mr. Bobek, yes; Superintendent Hofmeister, yes. Motion carried. A copy of the minutes is on file at the Oklahoma Department of Career and Technology Education.

RECOGNITIONS AND PRESENTATIONS

2.01 MR. JEFF JAMES, USAF (RET.), WITH THE AIR FORCE ASSOCIATION, VICE PRESIDENT GERRITY CHAPTER 215 AND VICE PRESIDENT OF STEM PROGRAMS OKLAHOMA

Mr. Jeff James said good morning again everyone. I'm really happy to be here and on behalf of Janelle Stafford our Chapter President for the Airport Association here in Central

Oklahoma. We are really happy and ecstatic with this opportunity. When Dr. Mack asks us to participate in any statewide forum we're very happy to do so.

A little bit about who the Air Force Association is, we are a non-profit organization with lots of volunteers across the nation. We're continuing to grow and continue to push some of the things that we feel are important to the association on behalf of the United States Air Force as well as space force.

Our mission, the three things that really stand out for us is Educate, Advocate and Support, which is important to us. The reason I'm here today is based on our education and things that we try to do out in the community. Our vision now that we have a new space force and we're trying to be very inclusive of them as well as support the United States Air Force and dominance across the world.

Our signature educational program is CyberPatriot. It's been around for its 12th season (since 2009). It teaches young people how to protect the network. It's been quite successful as you can see by the numbers. We started this program and it was probably about eight teams across the nation and now we have over 6,700 teams (in 2020) and it continues to grow (started from a single state and is now to all 50 U. S. states). We are in five other countries right now. They're starting their own program under a different name but in conjunction with us, using our material to generate and train young people.

Australia (CyberTaipan)
Saudi Arabia (CyberArabia)
Japan (CyberSakura)
United Kingdom (CyberCenturion)

CyberPatriot is designed so that it teaches young people about the importance of good security, network security and cyber security. I think we can attest to what's going on around the world with cyber and the importance of it. There's probably not a company in the world that doesn't need some type of cyber control/cyber protection.

Our partnership with CareerTech has really moved the needle forward for us as we have gotten more schools and more teachers involved, more team participation. I would like to highlight the team out in Drumright, Oklahoma. In 2020, due to COVID, they didn't get to go to the finals, they were selected to participate in finals. It was all done online as we were hit with COVID. it made it quite difficult, but we transitioned from an in-person training to a virtual training and I think it changed for everybody. It stopped them in their tracks and then they had to reboot and get started again so they didn't do as well but that is a team option giving them a chance. The folks that are out in Drumright are doing excellent stuff with cyber so big kudos to them.

During COIVD, that definitely has changed the scope of training again, your educators in CareerTech have actually taken this a step forward and make videos since we couldn't do in-person training, which is what we normally do with our CyberPatriot program, is we actually host training at Francis Tuttle Technology Center for about 12 Saturdays between September to December. We would bring the teams in, any team that wants to participate,

they can come by and we'll do the Microsoft three operating systems that we train with. Typically the training is open to any team that wants to participate so we see teams not only from CareerTech but we also see teams from public schools, private schools, home school teams and of course then there are teams from either 4-H clubs, a campfire all-girls team and we also have teams from Boys and Girls Clubs.

Another plus to the CyberPatriot program is that we are now extended down into elementary school. It's not for them to compete but it's to get them acclimated and started to think about cyber. They have an iPhone, electronic devices, they're on the computer and we need to make them smarter about what they're doing online. We've also extended the program out to what we call cyber generations. Cyber generations now takes a harder look at our senior folks and provides them training so that when they're online they're safe. I'll tell you a lot of CareerTech instructors provide that service as a volunteer in their communities by training. It can be done as a one-on-one self-paced type program but it can also be taught in a group setting.

The one that's gotten a lot of attention this year, at least in the State of Oklahoma is our StellarXplorer program. Introduced only in 2014 we were very successful here by we started training in probably around 2016 but in four/five shortly years we were able to send two teams to the finals this past year. We started out with about 214 teams across the nation competing dwindled down to ten teams to attend the finals, which was all online. Typically, it's an all-expense paid trip to the Cheyenne mountains and the folks at Colorado Springs. The kids get to experience all that we do there in space with the military as well as a big conference on space but unfortunately, they did it online. Out of those 10 teams we have two teams in the finals and between the folks at Francis Tuttle Technology Center - the Purple Ducks and our team at Edmond North they did really well the top four or five teams and were separated between one and two points. As we all know Francis Tuttle Technology Center is number two in the nation. One team out of Oregon is number one and the third place team is California. We actually dominated the fair that particular area

I was telling somebody earlier we had teams on the east coast, we had teams on the west coast and then it was Oklahoma. They took the ball to center mass. We did really well with that program as it begins to grow, we are really starting to extend. We've been selected as one of the four locations across the country for a pilot program on Stellar camps. The Stellar camps have been created to get kids more interested in space and show them what those opportunities can look like at the end of the day. We did some training in conjunction hosted by CareerTech at Metro Technology Center. We had two days of training where we had some educators from across the state come in to get more familiar with the program. I can tell you that space, physics, heavy with a lot of science that a lot of educators are sometimes a little bit intimidated.

I will tell you that it's not bailiwick, it's not something that I am involved in but I am passionate about education and helping kids do better. My past life in the Air Force for 10 years that's kind of a personnel thing taking care of people. So I'm used to getting kids to do better and that's my goal. We are really out in the community trying to help young people figure out what that direction looks like. Once you put these programs whether

CyberPatriot or StellarXplorer in front of them they just go. These kids are very interested, they're very competitive and they're enjoying that.

(On the power point, showing a few pictures) So this is our Train the Trainers and the trainers that showed up. It was a good two days of training; the first day we were allowed to do what we needed to do here locally; where day two we have our headquarters folks that manage the program, outside of the DC area, connect with us on Microsoft Teams and conduct training with the educators. As AFA, here locally, one of the things that we do is we support the educators with food, we make sure we have snacks, we bring lunch, beverages and similarly if the teachers of educators that coming in from different parts of the state need some type of assistance we look forward to helping with that. That's why we fundraise as a non-profit to help out so that we can provide a stipend, if the need is lodging there's support for that. For us, all the training that's being conducted, there's no charge to the participants. We don't want to have to charge teams. Typically, CyberPatriot, that's been around for a while the summer camps there was a charge. Our summer camps, that we've done here locally, we've made sure that there is no charge and we've also included again taking care of the teachers which is very important to us, to make sure they feel valued because they're giving up a lot of their time and energy and finances in some aspects to participate in this training.

The Train the Trainer program is not just going to lead into the competition but because of the Stellar camps that we're going to plan to do in July, as one of the four locations across the country, that's going to be doing the pilot program we're getting those educators prepared to host campus across Oklahoma. We're looking forward to that, that's a whole new thing for us that's coming out. We've partnered not only with CareerTech but we also included the FAA (Federal Aviation Administration), Greg Smith from OSIDA (Oklahoma Space Industry Development Authority) and the Oklahoma Aeronautics Commission is also going to be weighing in a little bit. We're looking at trying to really put a robust program together for about four or five days really giving kids some insight into space and StellarXplorers and what that looks like.

This kind of sums it all up for us and what we've done with CareerTech through the years. When we first started this program we would average, for CyberPatriot maybe 50 or 60 teams across the state. In 2019 we had 117 teams and 2020, an off year, we fell down a little bit to about 75 teams, but we think that that's just going to pick back up, we see the momentum moving forward. Right now, registration is open, typically that is between April and October.

With StellarXplorer we started with three teams in the state competing and this past season we have 14 teams. It just keeps multiplying and we continue to do more outreach, we continue to interact at conferences and educational professional development programs where we get to talk to educators and give them a good overview of what that training looks like. It also helps when we have those educators talking to other educators, peer-to-peer works the best getting people more motivated and involved.

MANAGEMENT INFORMATION

3.01 STATE STAFF UPDATE BY DR. MACK

Dr. Mack said thank you Chairman Hofmeister and board members. We had our all staff meeting on June 14, 2021; we have one in December and we have one in June. I want to give you the highlights and the main thing is that we recognized our employees.

- Welcomed New Employees
- Internal Promotions/Transitions
- Retirements
  We did celebrate our two retirees with a video and appreciation for all that they have done.
- Our guest speaker was Mark Perna who talked about education what that means and the role that all of us play in that.
- The following awards are all nominated by their peers and go through a review process.
  - Excellence in Customer Service
    Melissa Sturgeon and Connie Lewis
  - Above and Beyond
    Rhonda Foote and Tracy Boyington
  - Leadership in Excellence Award
    Kerri Watkins
  - Innovation
    Angela Teeman and Margie Cooper
  - Team Award was given to the Accreditation Team
- Skills Centers 50th Anniversary -

One of the other things that we did celebrate as well, in 1971 we were very fortunate that we were provided the opportunity to provide training within correctional facilities. It is our 50th year for skill centers. We recognized all of our skill center staff and we do have a history video that we put together for you to see and so we will show you our 50 years of providing was quality training. (played the video)

One of our partnerships is with TEEM (The Education and Employment Ministry), who is a non-profit. Kris Steele and his group are able to provide services. As individuals we talk about workforce and where we're going to find them, we have an avenue and an opportunity for people to step into specific skill sets and be able to be employed.

We do have a couple of success stories. During COVID, we started a truck driver training program with the Department of Corrections. We had our first class that started in July 2020, graduated in August 2020; then we had our first female truck driver training program where they graduated a few weeks ago.

- We celebrated our employees for their years of service (5years, 10years, 15years, 20years, 25years, 30years and 35years of experience. We do have exceptional staff

that are truly dedicated to the mission and goals of Career and Technology Education. We're very blessed to have that longevity, heart and passion still making it happen every day.

- FY22 Proposed Budget overview
- Solutions: seeing opportunities, relying upon teamwork, innovation, optimism and never stopping.

We had put a challenge to our staff of "How do we find solutions to make sure, during this time period, that we are still delivering and moving forward. Dr. Mack outlined the things our staff accomplished in the last six to eight months to move forward. The list was substantial.

- More things to come are
  - FY23 budget request
  - work based learning tool
  - we are getting a new website
  - adult basic education public awareness
  - continuing morning chats each Monday morning with ODCTE staff
  - skills centers adding additional sites
  - continuing our facility updates

3.02 LEGISLATIVE UPDATE BY DR. MACK

Dr. Mack said just a quick legislative update:

- We were notified that the Administrative Rules, that were approved at the March board meeting, has been approved through the legislative process. We anticipate that those will go into effect in September. Then we will start the rules process for the next year.
- The legislation that directs specific professional development for educators: our professional development team is designing specific professional development. We are doing some of that very specifically in partnership with The State Department of Education and we will offer that on our platform (Master Educator) that we started last year. They can use it either in a group setting or if the instructor does not have availability during that time period there is an online format so that they can have that resource available to them.
- Also audit postings for our technology centers. We have that requirement there; we have that on our site where we make sure that we work with the schools to meet those requirements.
- Some other requirements as it relates to items within their student handbooks, just making sure that we have the updated terminology.
- Also, the expansion of our opportunity to work with CLEET (Council on Law Enforcement Education and Training) for our high school students in the law enforcement pathway. We already offer, across the state, law enforcement academies. This will help us as we talked about with the aerospace piece, we have those educational opportunities sooner for young people who may be interested in law enforcement.

- The driver's license testing we do offer that at the technology centers, almost all of the technology centers are participating in that. That did go into legislation and we're very excited about that and Representative Lowe who is sitting and joining us today was a big part of that and we appreciate all your work and making that happen.
- Then the last piece I have with the legislative update is for the new legislation that will go in place November 1st. The Sarah Stitt Act for individuals who are transitioning out. We are partnering with the Department of Corrections so we can help meet those new statutory requirements when it comes to making sure individuals have a resume or interview. We will partner where they need us to help make that a reality for those who are transitioning out.

We're very grateful for our appropriations that we received. We, as a board last year in September, our request was to receive flat funding and we were fortunate that we did get an increase. We're very thankful for that.

MANAGEMENT ACTION ITEMS

4.01 DISCUSSION AND VOTE ON OKLAHOMA DEPARTMENT OF CAREER AND TECHNOLOGY EDUCATION FY22 BUDGET BY DR. MACK AND MS. LISA BATCHELDER, CHIEF FINANCIAL OFFICER

Ms. Lisa Batchelder said good morning. Happy to be here and see everyone in person.

One of the first notable items is that investment the legislature made in CareerTech, again asking for nothing understanding the economic situation that the pandemic had caused for our state as it did for many states. The legislature said okay we see the need to invest in CareerTech and make that investment of one million one hundred seventy-one thousand three hundred eighty-eight dollars ($1,171,388) or a point eighty-eight percent (.88%) increase in our general appropriation.

Some of the items in our budget request that we said if there are dollars these are the items, we'd like to see an investment in our system:

- The statutory requirement to fully fund the technology center's health benefit allowance; eight hundred five thousand five hundred forty-one dollars ($805,541) is budgeted for that purpose
- Next is increasing the number of our comprehensive school programs and we're happy to say that we were able to add funding for thirty-six (36) programs. These are approved programs that were unfunded and on a waiting list for funding which added at a cost of three hundred one thousand nine hundred sixteen dollars ($301,916)
- Then we were also able to add a little over sixty-three thousand ($63,000) to the agency's budget to support CareerTech programs.

A few other increases are:

- Lottery appropriations increased $209,203 or 5.23%
- Carl Perkins federal grant allocation increased by $706,120

- Adult Basic Education federal grant allocation increased by $292,393

Lisa went on to explain each page of the FY22 Draft Budget Executive Summary along with a power point presentation that just enlarged the executive summary pages to the board members.

- The FY22 Legislative Appropriations for CareerTech and House Bill No. 2900
- Total CareerTech Appropriations and Revenue Failures starting with FY2012 through FY2022. Each year shows General Revenue, Lottery, Revised FY Total and whether or not we had a general revenue failure for that year.
- State General Appropriations History from FY10 through FY22
- State Lottery Appropriation History from FY10 through FY22
  Agency FTE Trends from FY10 through FY22
- FY22 CareerTech Funding Sources
- FY21 vs FY22 Projected Revenue vs Budgeted Expenditure Comparative
- FY21 Projected Revenue vs Budgeted Expenditure Detail

Ms. Smith moved to approve the FY22 Budget. Mr. Bobek and Mr. Hillary seconded the motion. The motion carried with the following votes: Mr. Bobek, yes; Mr. Brown, yes; Ms. Hernandez, yes; Mr. Hilliary, yes; Ms. Smith, yes; Superintendent Hofmeister, yes. Motion carried. A copy is on file at the Oklahoma Department of Career and Technology Education.

ANNOUNCEMENTS

Dr. Mack said that in your packet there is an outline for Summit registration. If any of you would like to participate in any part of our annual summer conference in August, please let us know and we can get you registered for that.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:26 a.m.

The next regular meeting of the State Board of Career and Technology Education will be held on Thursday, July 15, 2021 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