

Minutes of the Special Meeting of the

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

February 17, 2022

The State Board of Career and Technology Education began its special meeting at 9:00 a.m., Thursday, February 17, 2022 at the Hodge Education 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 2:51 p.m., February 15, 2022, 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 left at approx. 10:45am
Mr. Peter Dillingham, Enid
Mr. Randy Gilbert, Tecumseh
Ms. Estela Hernandez, Oklahoma City
Mr. Edward Hilliary, Elgin
Ms. Janet Smith, Tulsa

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 did not have any comments. She had to step out of the meeting at approximately 9:05am due to a scheduling conflict and returned in about 9:15am.

DIRECTOR'S COMMENTS

Dr. Mack said good morning board members. I have a few comments:

- As we mentioned last month at the February board meeting, the National CareerTech month. We have had a campaign that has been going on and it has been providing exceptional analytics. I know that Russell Ray and his team will provide an outline of all the great contacts and pieces that we've had.
- During that time, we also launched the aerospace videos which is a partnership with Oklahoma Department of Commerce. That press release went out on Monday and it was also in the weekly memo. If you get an opportunity on the new website, there is a new section for that, that outlines the pathways from middle school through advanced degree for the aerospace industry and what all of our educational entities are doing to make that happen. So, when we talk about workforce and the pipeline, here is another great opportunity. Eddie Compton and Russell Ray have both been doing an exceptional job of pulling that together. They are also part of that aerospace conversation for Southern Technology Center who is opening an aviation program. Eddie had an opportunity to participate in that while I was participating in one across the state with Channel 10 on an interview about what we do in CareerTech for Aviation. Great opportunity for conversation around aerospace.
- This month does kick off our CTSO (CareerTech Student Organization) season. Last night we had DECA's live in person conference. In March we will have BPA. FCCLA had their day at the capitol last week. The CTSO day at the Capitol and National Technical Honor Society will be at the end of this month. Everyone is very excited to be able to start those back up in person; it's been a couple of years since we've had the opportunity to be in person.
- CareerTech has also been featured in the Truck Driver USA magazine with the program that we currently do through the Skills Centers. We started offering CDL (commercial driver license) truck driver training during the pandemic with Central Technology Center and Frey Miller. The link to the article will be made available in the weekly memo if you want to check that out.
- February 1st we also kicked off the CDL pilot testing at three of the technology centers and the testing is going very well. Jennifer Palacio has done an outstanding job keeping that moving forward and has sent out the agreements to other schools who might be interested in offering CDL testing. As soon as the school signs off on the pilot they can move forward with offering that at other locations.

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- With the rules that went into place February 7th from the federal level on the entry-level driver training we did get approved on February 7th. The curriculum that we can now use for school bus driver, the Oklahoma State Department of Education did approve it. That is available now to the schools and called Bumper to Bumper and it went into place on the 7th. We can continue to help train with the school bus driver without a substantial number of hours added.
- Next week and into the first of March our Oklahoma Procurement Technical Assistance Center (OkPTAC) group will be offering professional development to businesses connecting them with government contracting.
- National Advance CTE (Career and Technical Education) is looking to realign the career clusters and have been working on it since 2017. In 2017, National Advanced CTE started a conversation about updating the 16 career clusters in Oklahoma, which now has 17 career clusters. We designated Energy as its own cluster. Oklahoma is 1 in 5 that has 17 career clusters. They have a frame put together through stakeholder input so now they are taking feedback on that and potentially have a draft outline that they will take to the Advanced CTE board in April. We are looking forward to how they are moving that forward making sure it's aligning with workforce and utilizing that updated terminology when we work on the cluster framework back in the 1980s.

NOTE: This was put on hold by AdvanceCTE subsequent to this meeting.

- We did receive our peer review report from the State Auditor's Office. In our peer review report, there are three options that you can be defined as 1) you can have passing; 2) you can have a pass with efficiencies; or 3) you can fail. I'm proud to announce that our team will receive a pass on the peer review report. One area that they will look at is business enrollment since they haven't looked at that before and will audit that and that will align with our business policies.

1.05 MINUTES OF THE JANUARY 20, 2022 REGULAR MEETING

Mr. Brown moved to approve the minutes of the January 20, 2022 regular meeting. Mr. Gilbert seconded the motion. The motion carried with the following votes: Ms. Smith, yes; Mr. Hilliary, yes; Ms. Hernandez, yes; Mr. Gilbert, yes; Mr. Dillingham, yes; Mr. Brown, yes; Mr. Bobek, yes; Superintendent Hofmeister had stepped out of the meeting. Motion carried. A copy of the minutes is on file at the Oklahoma Department of Career and Technology Education.

RECOGNITIONS AND PRESENTATIONS

2.01 GOVERNOR'S PROCLAMATION RECOGNIZING CAREER AND TECHNICAL EDUCATION APPRECIATION MONTH FOR FEBRUARY 2022 – MR. RUSSELL RAY, CHIEF COMMUNICATIONS AND MARKETING OFFICER

Mr. Russell Ray said as you know we celebrate Career and Technical Education all year round and we especially ramp things up during the month of February. We schedule about fifty social media posts to run throughout the month about the many programs and services we provide including Adult Basic Education, OK Career Guide, Technology Centers, Military, Student

Organizations, Skills Centers, STEM, Agriculture and Aerospace. As part of that campaign, we have officially unveiled our new website, which I talked to you about last month.

As Dr. Mack mentioned we also thought it would be a good time to launch our marketing campaign around a series of recruiting videos for Oklahoma's Aerospace Industry. This is a project that's already getting a lot of buzz throughout the state. We launched the campaign last week. We spent six months developing the first 20 of 40 videos featuring the stories of people working and training in the aerospace industry and the many rewarding careers that kind of training can lead to.

Mr. Ray read the proclamation from the Governor's office. A copy of the proclamation is on file at the Oklahoma Department of Career and Technology Education.

Mr. Ray said once we conclude the social media campaign, I'd be happy to share all of the social media analytics. I would like to show you one of our aerospace videos (the video from the CareerTech website was played).

Mr. Ray said that we're really excited about this content, this is real meaningful content and as you can see there's no narration. The stories are told from the people themselves and they tell it in their own words. We spent six months on the first twenty videos and have another six months to go on the other twenty videos that will be rolled out later this summer. We're really excited about the videos and the stories.

MANAGEMENT INFORMATION

3.01 DISCUSSION REGARDING THE RESULTS OF THE FEBRUARY 8, 2022 ELECTION IN LOVE COUNTY, OKLAHOMA ON THE POSSIBLE ANNEXATION OF TURNER INDEPENDENT SCHOOL DISTRICT NO. 43-I005, LOVE COUNTY, OKLAHOMA TO SOUTHERN TECHNOLOGY CENTER SCHOOL DISTRICT NO. 20 – DR. JUSTIN LOCKWOOD, DEPUTY STATE DIRECTOR

Dr. Justin Lockwood said that if the board will remember Turner School Board passed a resolution requesting to be annexed into Southern Technology Center school district, Southern Technology Center then approved that annexation request, then you as a board called for an election to be held on February 8, 2022 by the patrons of that school district. That election was held, and the question failed. 66% plus of the district voted no.

FOR THE PROPOSITION:	149	33.71 %
AGAINST THE PROPOSITION:	<u>293</u>	66.29 %
TOTAL	442	

The local patrons had their choice, and they will not be joining Southern Technology Center at this time.

**3.02 DISCUSSION OF ADMINISTRATIVE RULE MAKING PROCESS AND FIRST
READING OF PROPOSED 2022 ADMINISTRATIVE RULE AMENDMENTS –
CHAPTERS 10, 20, 35 – MR. GLEN HAMMONDS, ASSISTANT ATTORNEY
GENERAL**

Mr. Glen Hammonds said thank you Dr. Mack, Superintendent Hofmeister and board members. You should have three small documents in your packet. The purpose of today's brief presentation is to remind us of our administrative rulemaking process at the Oklahoma Department of CareerTech.

So, these rules amendments from last year, you will recall took effect approximately September 11, 2021 and when that happens we start working on proposed rules for the next year because we have set deadlines that are set by statute, that are non-negotiable, from the standpoint of getting them done timely. Now that doesn't mean you can't do rules any month that you want to, which you can but there are the legislative and gubernatorial review process is different if you get them filed after April 1.

As part of the discussion today I wanted to just very briefly walk through with you our process, how we get here and what we do next month. Today is our first reading of the administrative rule changes; next month you will be called upon to review, to have a public hearing on these rules as well as to vote on them.

So, you'll notice the first page of any of these chapters is the notice of intent that is published in the Oklahoma Register and it establishes a comment period of more than 30 days so that people can submit public comments. Then we make sure that our constituent groups are aware that we are in the rulemaking process. This past September I did a presentation to the Technology Center Superintendents to help them understand our process and see if any of them had any proposed changes, giving them an opportunity. Public involvement is very important to us.

These proposed amendments have been published in the register, our proposed rules are available online as well as at the receptionist desk in our building so that anyone can walk in and access that information or request a copy.

Chapter 10 Administration and Supervision:

Page 1: these proposed amendments are driven by the changes with regard to the threshold dollar amount for federal audits which went from half a million to three quarters of a million. Our rules still referenced the old amount.

Page 2: wording change

Page 3: there are also some proposed amendments that basically updates our process from the standpoint of our local applications not requiring that they be mailed that allows more flexibility in how those can be delivered and clarifying some of the programs that are offered in comprehensive schools that acknowledge some of our classes in certain areas or one area goes down to fifth grade. We're working with the Oklahoma State Department of Education, and we want to make sure that our rules are consistent with our practice.

Chapter 20 Programs and Services:

Page 1: this chapter has to do with the CareerTech Programs and these amendments include clarifying what type of CareerTech program needs an advisory committee. The language before that was a requirement only for a full-time program. Now any approved program will have an advisory committee. It's not overly burdensome but it is very helpful to make sure that you have that connection between business and industry and education.

Page 4 and 5: simple letter changes to the topics

Page 10: clarifying a definition of what a part-time STEM program is; it is a part-time program that should include a minimum of pre-approved CareerTech Science, Technology, Engineering and Mathematics education 8,000 level courses. The 8,000 level is a reference to OCAST (Oklahoma Cost Accounting System) coding.

Page 11: missing word inserted

Chapter 35: Adult Basic Education

This is the chapter that is currently entitled Adult Basic Education and the language that is being used across the nation now is Adult Education and Family Literacy. We are correcting and updating the language not only the title of the chapter but also then going through the entire document.

Page 1: we made changes so that we are being consistent throughout talking about adult education and family literacy.

There are two categories of amendments. The first one is improvement of reading efficiency. I always suggest to staff don't open a rule to make punctuation or spelling changes but if you've got several of them, and you're already opening the rule then clear up everything you can at one time. There are several grammatical preferences. Then some clarifications so that when customers or programs might be using these rules it's clearer and more efficient as to what is meant by some of the terminology.

This is a just a general walk through to give you the background information as to how we got here and why these rules are being proposed. We will have a public hearing at the March board meeting. If any comments are coming from the public, we will share those with you and if you get comments from the public please share those with us so we can put them in our administrative record and show the Governor's office and the Legislature that people are reading these and they are commenting on them. Then we will get them filed by April 1. That starts the review process with the Governor and the Legislature so that we can once again meet the September timeframe for amendments to take effect.

MANAGEMENT ACTION ITEMS

4.01 PROPOSED EXECUTIVE SESSION TO DISCUSS AND POSSIBLE VOTE ON APPROVING RESIGNATION OF STATE DIRECTOR MARICE MACK, APPOINTMENT OF INTERIM STATE DIRECTOR, AND ESTABLISHMENT OF HIRING PROCEDURE FOR STATE DIRECTOR (AUTHORITY: 25 O.S. 2011, § 301 (B)(1))

Ms. Hernandez moved to convene into executive session at 9:29am. Ms. Smith seconded the motion. The motion carried with the following votes: Mr. Bobek, yes; Mr. Brown, yes; Mr. Dillingham, yes; Mr. Gilbert, yes; Ms. Hernandez, yes; Mr. Hilliary, yes; Ms. Smith, yes; Superintendent Hofmeister, yes. Motion carried.

Assistant Attorney General Glen Hammonds joined the Board in executive session.

Mr. Gilbert moved to return to open session at approximately 12:20pm. Mr. Hilliary seconded the motion. The motion carried with the following votes: Ms. Smith, yes; Mr. Hilliary, yes; Ms. Hernandez, yes; Mr. Gilbert, yes; Mr. Dillingham, yes; Mr. Brown had left the meeting; Mr. Bobek, yes; Superintendent Hofmeister, yes. Motion carried.

VOTE ON APPROVING RESIGNATION OF STATE DIRECTOR MARICE MACK

Superintendent Hofmeister said thank you so much to Dr. Mack for her tremendous work and leadership over the last seven years. It has been tremendous as we have seen the agency move through your leadership with continued improvement, the work that you have done at the national level representing Oklahoma in your role as President of National Advance CTE and we appreciate your service.

Mr. Bobek made a motion to approve the resignation of State Director Marcie Mack effective March 1, 2022. Mr. Gilbert seconded the motion. The motion carried with the following votes: Mr. Bobek, yes; Mr. Dillingham, yes; Mr. Gilbert, yes; Ms. Hernandez, yes; Mr. Hilliary, yes; Ms. Smith, yes; Superintendent Hofmeister, yes. Motion carried.

APPOINTMENT OF INTERIM STATE DIRECTOR

Mr. Bobek made a motion to make a contingent offer to Candidate J effective Friday, February 18, 2022 or as soon thereafter as possible. Mr. Hilliary seconded the motion. Mr. Hammonds is to notify the candidate. The motion carried with the following votes: Ms. Smith, yes; Mr. Hilliary, yes; Ms. Hernandez, yes; Mr. Gilbert, yes; Mr. Dillingham, yes; Mr. Bobek, yes; Superintendent Hofmeister, yes. Motion carried.

ESTABLISHMENT OF HIRING PROCEDURE FOR STATE DIRECTOR

Mr. Peter Dillingham made a motion to form a subcommittee for a national search for the State Director. The subcommittee will be Mr. Bobek, Mr. Gilbert and Mr. Hilliary. Ms. Hernandez seconded the motion. The motion carried with the following votes: Mr. Bobek, yes; Mr. Dillingham, yes; Mr. Gilbert, yes; Ms. Hernandez, yes; Mr. Hilliary, yes; Ms. Smith, yes; Superintendent Hofmeister, yes. Motion carried.


Mr. Glen Hammonds suggested the subcommittee use a firm for the search.

ADJOURNMENT

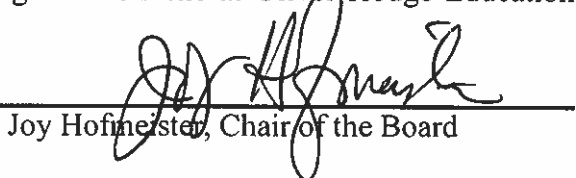
There being no further business, the meeting was adjourned at 12:26p.m.

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The next regular meeting of the State Board of Career and Technology Education will be held on Thursday, March 24, 2022 at 9:00 a.m. The meeting will convene at Oliver Hodge Education Building, Oklahoma City, Oklahoma.



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



Joy Hofmeister, Chair of the Board