Minutes of the Regular Meeting of the

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

January 19, 2023

The State Board of Career and Technology Education began its regular meeting at 9:02 a.m., Thursday, January 19, 2023 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 1:21pm on January 17, 2023, 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:

Mr. Ryan Walters, State Superintendent of Public Instruction and Chair of the Board
Mr. Brent Haken, State Director, ex-officio nonvoting member
Mr. Michael Brown, Lawton
Mr. Peter Dillingham, Enid
Mr. Randy Gilbert, Tecumseh
Ms. Shaelynn Haning, Tulsa
Mr. Edward Hilliary, Elgin
Mr. Rob Seeman, Morris

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

Two vacancies as two members of the State Board of Education are ex-officio members.

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

See Attachment A.

1.01 CALL TO ORDER, ROLL CALL

Superintendent Walters called the meeting to order at 9:02 a.m. Ms. Angela Jones called the roll and ascertained there was a quorum.

1.02 PLEDGE OF ALLEGIANCE, SALUTE TO THE OKLAHOMA STATE FLAG AND A MOMENT OF SILENCE

Led by Superintendent Walters.

1.03 INTRODUCTION OF BOARD MEMBERS

Everyone at the board table introduced themselves for the in-person audience and the viewing audience since this is the first meeting with a new Superintendent and a new State Director.

1.04 SUPERINTENDENT'S COMMENTS

Superintendent Walters said appreciate the work that's been done here by the CareerTech board, very excited about the new state director and I'm very much looking forward to making sure that what we're doing is going to be opening opportunities up for our K-12 students and also the adults that are looking to up skill and looking to get into the workforce. I do appreciate the work this boards done. I'm very much looking forward to working with you all and continue to move the ball forward for our kids and our adults.

1.05 DIRECTOR'S COMMENTS – DR. LEE DENNEY, INTERIM STATE DIRECTOR AND MR. BRENT HAKEN, STATE DIRECTOR

Dr. Lee Denney said we're very excited about this new chapter for the CareerTech agency and working with the board. We've had great directors in the past and I believe we have somebody that's got a lot of innovative ideas and a lot of energy. I'm very excited that CareerTech is in great hands moving forward.

This is a great board. I've been very impressed with the support the board has given the agency at all times. It's been an honor for me to have served as interim state director. As I've said before I was a cheerleader before I came here and I'm still going to be a cheerleader when I leave as I've learned even more. It has been a true honor for a rural veterinarian to get to lead the top educational agency in the state. I thank you all for that and with that I'm going to turn it over for the rest of what's going on to the new State Director, Mr. Haken.

Mr. Haken said give Lee a round of applause. She is incredible and has been incredible to work with and is getting me trained up on what I need to be doing. I am very excited to be serving the agency but also the whole state in meeting the educational needs of our people moving forward. We're going to find ways to be progressive but we're also going to remember our history and what we do and do it better every day.

There are a few things that I want to turn your attention to.

- You should have a little card that talks about our badging system. This has been in the works for a while. This is going to be able to showcase what our people get their credentials in moving forward and how they can put those in a digital platform and show what the training is that they have in the education background. I'm really excited about that opportunity.
- February is CareerTech month, so we'll be celebrating all of February. I believe that the Governor will probably come out with a proclamation. We are excited to celebrate what CareerTech does for our people.
- We have been requested by the legislature to put together some information for truck driver training that is not in our approved budget request. I wanted to bring that to your attention, so you are not caught off guard or surprised. We have put some numbers with our statewide truck driver training would do and how can we do a better job of facilitating to the whole state. We will be keeping you all updated going forward.

Superintendent Walters said I do want to take a moment to first of all say how much I appreciate the board in this transition and the interim. You did a lot of work on the search. I do want to applaud the decision to bring on Lee Denney. So many times, transitions and that time in between balls can get dropped and things can be slowed down. She has done a tremendous job of stepping in here with her institutional knowledge and willing to work the long extra hours. I've heard from folks across the state that were so happy with the job you were doing and making this a seamless transition. I want to thank you for being willing to do that and I want to thank the board for all the time you have put into this very important decision for the State of Oklahoma. Thank you all very much.

1.06 MINUTES OF THE DECEMBER 15, 2022 REGULAR MEETING

Mr. Hillary moved to approve the minutes of the December 15, 2022 regular meeting. Mr. Dillingham seconded the motion. The motion had the following votes:
Mr. Seeman, yes
Mr. Hilliary, yes
Ms. Haning, yes
Mr. Gilbert, yes
Mr. Dillingham, yes
Mr. Brown, yes
Superintendent Walters, yes
Motion Carried. A copy of the minutes is on file at the Oklahoma Department of Career and Technology Education.

2. RECOGNITIONS AND PRESENTATIONS

2.01 SKILLS CENTER OVERVIEW BY MR. JOHUA STEELE, MR. KENT ROOF, MR. JEREMIE MOORE AND DR. JUSTIN LOCKWOOD, DEPUTY STATE DIRECTOR

Mr. Kent Roof said we appreciate the opportunity to present and it's a pleasure to be here. I am Kent Roof along with Josh Steel and Jeremie Moore. We are the three regional directors for the skills center division. Our responsibilities vary but our main goal is to help make our instructors successful which in turn helps their students be successful and in turn that creates jobs and opportunity.

A power point presentation was shared. Our main partners are the Oklahoma Office of Juvenile Affairs (OJA) and the Oklahoma Department of Corrections (DOC).

Slide:

> Skills Centers are one of the five delivery arms of the agency that serves students, who happen to be incarcerated, across every state institution.
> We are funded through CareerTech Appropriations, Federal Funds and through contracts with the Oklahoma Department of Corrections and the Oklahoma Office of Juvenile Affairs.
> We began in February 1971 at a prison. This was the vision of Senator Jim Hamilton and DOC Director Jim Cook and ODCTE State Director Francis Tuttle. In 1973 the prison

became the Ouachita Correctional Center. In 1998 it was renamed the Jim E. Hamilton Correctional Center. In February 2023, we will have been around 52 years.

> Enroll students with less than 12 months to discharge and remain in contact with them until six months after release.

Slide: Shows a map of the Skills Center Program Locations. The state is divided into 4 colors and that represents each of our employment transition coordinators (Gary Flynn, Greg Brooks, Brandy Burns and Nancy Cejaka).

> 17 sites
> 41 programs
> Several Partnerships

Mr. Josh Steele took over the presentation and talked about what programs are offered.
Slide:

> Basic Manufacturing
> Cabinet Making/Carpentry
> Precision Machining
> Transportation,Distribution,Logistics (CPT)
> Welding
> Electrical Trades
> Automotive-Transmission
> Automotive-Engine Performance
> Automotive-Suspension
> HVAC
> Licensed Trades (Journeyman)
> Pet Services (Juvenile)
> STEM (Juvenile)
> CDL-Truck Driver Training
> Career Readiness

The students that graduate from the Automotive programs all come out with ASE certifications.

The carpentry, HVAC, plumbing, electrical we teach them to discharge, and they have a basic knowledge of those skills and can get a job. The students that are incarcerated a little longer have the opportunity to get their licensed trades (journeyman license). That program worked for us so well on the men's side that we decided to open a new program at Mable Bassett and also perform the same for the women so now the women have an opportunity to get their journeyman's licensing in electrical, plumbing and HVAC. We do have two women's prisons that we're in: Eddie Warrior in Muskogee and Taft and then Mabel Bassett in McLoud. we teach the women TDL, the license trades and they get the Career Readiness.

Mr. Jeremie Moore took over the presentation and talked about students served. All our instructors are responsible for our graduates a minimum of six months after they graduate. We have a student information system where we can keep live data and we can also catalog past data. We've got six years here if you look at the numbers served for full-time and short-term programs.

In 2020 and 2021, during COVID, we were asked to leave the facilities for around six months, when we went back, we had very few students. We've had to play catch up and it's affected us in ways that we had no idea, but we've been growing since.

Slide: Student Served

Full-time Programs

	Served	Retained	Completed	Related Placement	Positive Placement	Average Wage
FY 2017	992	317	517	57.24%	84.62%	$11.66
FY 2018	972	324	501	65.58%	89.77%	$13.04
FY 2019	1046	348	563	67.35%	89.32%	$13.12
FY 2020	815	166	512	65.20%	85.78%	$13.79
FY 2021	415	136	215	70.00%	88.13%	$13.96
FY 2022	551	215	217	85.25%	95.08%	$14.64

Short term programs were affected in the same way but we're back on track doing well again, too.

Short Term Programs

	Served	Retained	Completed	Dropped
FY 2017	695	63	570	62
FY 2018	889	84	729	76
FY 2019	864	91	702	71
FY 2020	588	43	484	61
FY 2021	328	26	258	44
FY 2022	295	60	212	23

I do want to mention one more thing, if you look at Positive Placement in average wage, which is how our instructors are graded, you can see in 2022 we sat with a 95% positive placement that means 95% percent of the students that we train went to work, most of them in the State of Oklahoma with an average wage of $14.64. Current data shows we're above the $15 an hour mark right now for all our graduates, in live data.

Mr. Gilbert said that's very positive and that's a big thing.

Mr. Moore said that's what we strive for, we strive to put Oklahoma back to work after a bad situation.

Mr. Josh Steele said that Dr. Lockwood wasn't able to be here today and this next slide falls under his duty.

> We're adding a new facility at NEOCC (Northeast Oklahoma Community Corrections Center). Currently the instructors are there, the building is not. We are using our funding to build that building in Vinita. We are currently working with an architect and going through state contracting. Our three-year plan is looking like a four-year plan.

> We have a goal of expanding all the Career Readiness programs to new sites. Our Career Readiness is a short-term program and that takes care of the House Bill 1679 requirements or what most people refer to as the Sarah Stitt law. Our Career Readiness

programs take care of most of that about, except for the state ID. DOC decided they'd like a little bit more help so we're trying to expand that program.

- We are currently finished a remodel at the John H. Lilley Correctional Center in Boley. Once complete we will hire a Career Readiness Instructor for there.
- We have plans for a Career Readiness Instructor at James Crabtree Correctional Center in Helena.

> Replicating the NEOCC model to other Community Correction sites as we go forward.

There was discussion and questions about the Skills Center between board members and the presenters.

Superintendent Walters said thank you for that and actually to me that's part of what you guys do, such a great job of being so nimble in order to meet the needs of the workforce and when you have people that come to these programs they want to know that they're filling the need of the workforce and that they're coming out with jobs that are out there and that helps Oklahoma. I think that's fantastic. This is a great presentation. I appreciate you all coming and giving us this overview.

3. MANAGEMENT ACTION ITEMS

3.01 DISCUSSION AND VOTE TO APPROVE OR DISAPPROVE A RESOLUTION REQUESTING THAT AN ELECTION BE CALLED IN CUSTER, BLAINE AND DEWEY COUNTIES, IN THE PORTION OF THOMAS-FAY-CUSTER SCHOOL DISTRICT NOT CURRENTLY IN A TECHNOLOGY CENTER DISTRICT FOR THE ANNEXATION OF THOMAS-FAY-CUSTER UNIFIED SCHOOL DISTRICT NO. JI-007, CUSTER COUNTY, OKLAHOMA TO CHISHOLM TRAIL TECHNOLOGY CENTER SCHOOL DISTRICT NO. 26 – DR. JUSTIN LOCKWOOD, DEPUTY STATE DIRECTOR

Mr. Glen Hammonds said thank you Superintendent Walters and board members. I want to acknowledge in our crowd today that we have the two superintendents involved in this proposed annexation: Mr. Friesen from Thomas-Fay-Custer School district and Mr. Thomas from Chisholm Trail Technology Center.
State Board rules make it very easy and hopefully accommodating for people, school districts, and patrons to join a Technology Center/CareerTech district. Every piece of land in Oklahoma is in a K-12/K-8 public school district. That is not true for Technology Center/CareerTech districts. That is by choice. The patrons of the territory get to vote and choose whether they are part of a Technology Center/CareerTech district. CareerTech services include not only at the high school level for those going to a Technology Center but also involves the opportunity for adult students, business and industry or entrepreneurship. The presentation from our Skills Centers as a delivery arm also includes Technology Centers as a delivery arm and K-12 public schools as a delivery arm.

The local school district, which is Thomas-Fay-Custer, and their board indicated in interest to being annexed; they work with our staff and especially Dr. Lockwood who explains the process. The Thomas-Fay-Custer board does the resolution, they furnish CareerTech a copy the

resolution, they also furnish the Technology Center a copy of the resolution, the Technology Center board then evaluates it and says yes, we would like them to join our Technology Center. The next step is an anti-discrimination study, by the agency, to make sure that the addition of those students would not cause a violation of civil rights and that has been accomplished and you have a copy of that study in your packet.

There is a quarter section of land in Thomas-Fay-Custer that's already in a Technology Center District. We don't know why that is. If there are any voters in that quarter section of Blaine County, they would not be participating in the election. The election board will certify the results. The proposed election would be on April 4, 2023. The election results will need to be certified by this board. If the resolution passes, this board will then take action to officially annex Thomas-Fay-Custer into Chisholm Trail Technology Center.

Mr. Friesen and Mr. Thomas addressed the board members.

Mr. Brown made a motion to annex that portion of Thomas-Fay-Custer School District not already in a Technology Center district to Chisholm Trail Technology Center. Ms. Haning seconded the motion. The motion had the following votes:
Mr. Brown, yes
Mr. Dillingham, yes
Mr. Gilbert, yes
Ms. Haning, yes
Mr. Hillary, yes
Mr. Seeman, yes
Superintendent Walters, yes
Motion Carried. A copy of the CareerTech memorandum to the State Board, Chisholm Trail Technology Center board minutes, the resolution and the civil rights study is on file at the Oklahoma Department of Career and Technology Education.

Superintendent Walters said I do think this is a great example of Mr. Friesen, on his own volition, decided to pursue giving his kids access to CareerTech and I think that's part of something that we, on this board, feel passionately about that no matter where you are in the State of Oklahoma that our CareerTech's play such an integral role in providing those opportunities for students. I appreciate all your work and effort into this because it's going to be very meaningful for your kids, if this will go through and of course, that's up for the citizens there to decide but I think you're just a tremendous advocate of your kids to push forward with this like you have. I've enjoyed conversations I've had with you, and I know you're very dedicated to your students and very much appreciate the effort you put forth here. I just want to acknowledge that too as I think it's great that we're looking for ways to find better access for our students.

3.02 DISCUSSION AND VOTE ON MID-YEAR PERSONNEL REPORT AND RATIFICATION OF PERSONNEL ACTIONS FROM JULY 1, 2022 TO DECEMBER 31, 2022 – MS. RAQUELLE PARLI, HUMAN RESOURCES MANAGER

Ms. Parli said good morning and thank you for allowing us to present today. I am relatively new to the CareerTech system so I'm super excited to be here as the HR manager. I have included the

personnel report, that was in your packets, regarding our semi-annual personnel report for the personnel actions that have taken place for anyone that's below a pay band 14 from July 1st to December 31st of 2022. Anyone that is over a pay band 14 has been brought to you directly and has been voted on.

Mr. Gilbert made a motion to approve the mid-year personnel report and ratification of personnel actions from July 1 to December 31, 2022. Mr. Hilliary seconded the motion. The motion had the following votes:
Mr. Seeman, yes
Mr. Hilliary, yes
Ms. Haning, yes
Mr. Gilbert, yes
Mr. Dillingham, yes
Mr. Brown, yes
Superintendent Walters, yes
Motion Carried. A copy is on file at the Oklahoma Department of Career and Technology Education.

3.03 DISCUSSION AND VOTE ON FULL POSTSECONDARY ACCREDITATION FOR CANADIAN VALLEY TECHNOLOGY CENTER SCHOOL DISTRICT NO. 6 – MS. JESSICA VENTRIS, ACCREDITATION MANAGER

Ms. Jessica Ventris said good morning. This was the first accreditation visit of this school year.

The examiners evaluated all aspects of the technology center's operations using the quality standards approved by this Board and listed in the Accreditation Guidelines published by the Oklahoma Department of Career and Technology Education. These standards address leadership administration, instruction and training, support services, measurement and leadership, instruction and training, personnel, operations and system impact. The accreditation staff also conducted technical visits for financial aid and safety before the visits to help staff prepare.

Examiners also interviewed technology center administrators, certified and support staff, and students and stakeholders. Stakeholders interviewed included business industry representatives, community leaders, partners school administrators and teachers, and parents of students attending the technology center.

If approved the technology centers will have 90 days to submit an action plan addressing one opportunity for improvement identified in the report for each of the six quality standards. Agency staff will monitor progress toward completion of these continuous improvement action plans and provide technical assistance as needed.

On September 20th through 22nd, 2022 the accreditation division conducted a hybrid visit including virtual and on-site accreditation review at Canadian Valley Technology Center in Chickasha, Oklahoma. The examiner team comprised 34 examiners, ODCTE staff including 19 examiners from other Technology Centers.

During the review, examiners interviewed 29 stakeholders in various manners including individual settings and in small groups. Examiners did find one area of noncompliance with federal regulations and the Technology Center has also already submitted a plan of action and it's already in place and that was included in the report you received. Examiners found no other items requiring corrective action. We recommend that the Board grant full accreditation status to Canadian Valley Technology Center.

Here to represent Canadian Valley Technology Center is Superintendent Gayla Lutts. There were questions and discussion about the area of non-compliance. Mr. Alan Nahs, safety and civil rights coordinator, was present to also answer questions regarding the safety, security and emergency preparedness which was a new requirement this year.

Mr. Gilbert made a motion to approve the accreditation of Canadian Valley Technology Center. Mr. Brown seconded the motion. The motion had the following votes:
Mr. Brown, yes
Mr. Dillingham, yes
Mr. Gilbert, yes
Ms. Haning, yes
Mr. Hillary, yes
Mr. Seeman, yes
Superintendent Walters, yes
Motion Carried. A copy of the accreditation report is on file at the Oklahoma Department of Career and Technology Education.

3.04 PROPOSED EXECUTIVE SESSION TO DISCUSS AND CONSIDER APPOINTING LEE DENNEY AS INTERIM CHIEF OF STAFF – MR. BRENT HAKEN, STATE DIRECTOR (AUTHORITY: 25 O.S. 2011, § 301 (B)(1))

Vote to convene into executive session:
Mr. Hilliary moved to convene into executive session at 9:53am. Mr. Dillingham seconded the motion. The motion carried with the following votes:
Mr. Seeman, yes
Mr. Hilliary, yes
Ms. Haning, yes
Mr. Gilbert, yes
Mr. Dillingham, yes
Mr. Brown, yes
Superintendent Walters, yes
Motion carried.

Dr. Lee Denney, Interim State Director joined the Board for the first part of the executive session.
Mr. Glen Hammonds, Assistant Attorney General, joined the Board for the entire executive session.

Vote to acknowledge return to open session:
Mr. Brown moved to return to open session at 10:23am. Mr. Hilliary seconded the motion. The motion carried with the following votes:
Mr. Seeman, yes
Mr. Hilliary, yes
Ms. Haning, yes
Mr. Gilbert, yes
Mr. Dillingham, yes
Mr. Brown, yes
Superintendent Walters, yes
Motion carried.

NO votes were taken, and nothing was decided while in executive session.

Possible vote on any action:
Mr. Gilbert made a motion to keep Dr. Lee Denny on staff as the Interim Chief of Staff and salary remain the same effective January 19, 2023. Ms. Haning seconded the motion. The motion carried with the following votes:
Mr. Brown, yes
Mr. Dillingham, yes
Mr. Gilbert, yes
Ms. Haning, yes
Mr. Hillary, yes
Mr. Seeman, yes
Superintendent Walters, yes
Motion carried.

4. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:25am.

The next regular meeting of the State Board of Career and Technology Education will be held on Thursday, February 16, 2023 at 9:00 a.m. The meeting will convene at the Oliver Hodge Building Education Building, Oklahoma City, Oklahoma.

Ryan Walters, Chair of the Board

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