

**MINUTES OF THE REGULAR MEETING OF THE
STATE BOARD OF CAREER AND TECHNOLOGY EDUCATION
OKLAHOMA STATE DEPARTMENT OF EDUCATION
2500 NORTH LINCOLN BOULEVARD,
OLIVER HODGE BUILDING, ROOM 1-20
OKLAHOMA CITY, OKLAHOMA**

DECEMBER 18, 2025

The State Board of Career and Technology Education began its regular meeting at 9:06 a.m. Thursday, December 18, 2025, at the Oklahoma State Department of Education, 2500 North Lincoln Boulevard, Oklahoma City, OK, and the meeting was also streamed on YouTube. Notice was properly given, and the final agenda was posted prior to 8:59 a.m. on December 17, 2025, in accordance with 25 O.S. § 311(9).

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

- Mr. Lindel Fields, superintendent of public instruction and chair of the board
- Mr. Brent Haken, state director, ex-officio nonvoting member
- Mr. Michael Brown, Lawton
- Mr. Ryan Deatherage, Kingfisher
- Mr. Randy Gilbert, Tecumseh
- Ms. Shaelynn Haning, Tulsa

Members of the State Board of Career and Technology Education who were absent:

- Mr. Brian Bobek, Oklahoma City
- Mr. Peter Dillingham, Enid
- Mr. Leonard McCullough, Tulsa
- Mr. Rob Seeman, Morris

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

See Attachment A.

1.01 CALL TO ORDER, ROLL CALL AND DETERMINATION OF QUORUM

Superintendent Fields called the meeting to order at 9:06 a.m., and Ms. Ashley Rink 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 Fields.

1.03 OPENING COMMENTS

Superintendent Lindel Fields called the meeting to order, welcomed the group and proceeded directly into the business on the agenda.

No action was requested or taken.

1.04 DIRECTOR COMMENTS

Director Haken provided an informational report to the Board, including the following items:

Vinita Skills Center Open House: Director Haken announced an upcoming open house and ribbon cutting for the Vinita Skills Center scheduled for January 12, noting the opening of a new facility and continued progress in expanding trade training opportunities.

Proposed Rules Public Comment and Hearing: Director Haken reminded the Board that the public comment period for proposed rules closes January 2, and that a public hearing is scheduled for January 8 at the agency.

Apprenticeship Policy Support: Director Haken reported that the agency is working with Secretary Hamlin, at the Governor's request, to assist with drafting apprenticeship-related policy.

Funding Formula Update: Director Haken advised that the Board will receive updates at a future meeting regarding midterm adjustments to the funding formula, noting this will be the first review of such adjustments.

Ad Valorem Funding Information: Director Haken provided general information regarding ad valorem funding, stating that technology centers statewide receive approximately 67% of funding from ad valorem sources. It was noted that while the agency does not take a position on proposed legislation or state questions, it may provide factual information regarding potential impacts on CareerTech, K-12 education, and other local governmental entities.

No action was taken.

1.05 MINUTES OF THE NOVEMBER 20, 2025, REGULAR MEETING

A motion was made by Mr. Michael Brown and seconded by Mr. Randy Gilbert to approve the minutes of the November 20, 2025, regular meeting.

Voting Results:

Mr. Michael Brown, yes

Minutes of the Regular Meeting of the State Board of
Career and Technology Education
December 18, 2025

Mr. Ryan Deatherage, yes
Mr. Randy Gilbert, yes
Ms. Shaelynn Haning, absent
Superintendent Fields, yes

Motion carried. A copy of the minutes is on file at the Oklahoma Department of Career and Technology Education.

2. RECOGNITION AND PRESENTATIONS

2.01 Presentation and Possible Discussion of Oklahoma Agricultural Education and National FFA Convention Results – Mr. Scott Nemecek, State Ag Ed Program Manager and FFA State Advisor.

Mr. Scott Nemecek, State Agricultural Education Program Manager and FFA State Advisor, presented an informational report to the Board regarding Oklahoma Agricultural Education and highlights from the National FFA Convention.

Mr. Nemecek provided an overview of Oklahoma's agricultural education programs, including staffing, the three-component agricultural education model (classroom instruction, supervised agricultural experiences, and FFA), and statewide participation data. He reported that Oklahoma currently has 516 agricultural education programs across 372 school districts and an all-time high of 30,414 FFA members.

Mr. Nemecek reported on Oklahoma's results at the National FFA Convention, including:

- Election of an Oklahoma student as National FFA President
- Receipt of the American Star Farmer Award by an Oklahoma student
- 18 national championship awards
- 32 gold emblem teams and individuals
- 27 three-star chapter recognitions
- 185 American FFA Degree recipients
- Multiple national proficiency award winners
- National championship recognition in livestock evaluation
- 10 national winners in the National Agriscience Fair

Mr. Nemecek introduced agricultural education instructors from Stillwater and noted their students' participation and success at the National FFA Convention, including national Agriscience Fair championships and chapter-level recognitions.

Board members engaged in general discussion and asked questions regarding student participation, research availability, and post-secondary plans. Mr. Nemecek responded to questions and emphasized the role of agricultural education in career preparation and leadership development.

No action was taken.

2.02 Presentation on United Way Fundraising Activities with Possible Discussion - Mr. Russell Ray, Director of Communications and Marketing.

Mr. Russell Ray, Director of Communications and Marketing, presented an informational report to the Board regarding the agency's annual United Way fundraising campaign.

Mr. Ray reported that the Oklahoma CareerTech agency has conducted a United Way campaign for approximately 40 years and that the campaign is an established part of the agency's culture. He reported that the most recent campaign raised approximately \$17,000 for United Way of Payne County.

Mr. Ray summarized campaign activities, including employee engagement events and fundraising efforts, and noted that proceeds included approximately \$4,000 from a live auction and \$4,000 from a silent auction. He emphasized the role of employee participation and community impact associated with the campaign.

Board members engaged in general discussion regarding the campaign and its value as a team building and community service activity.

No action was taken.

3. MANAGEMENT INFORMATION

3.01 Discussion on Policy State Staff Meeting Summary with Possible Discussion – Dr. Justin Lockwood, Chief of Staff.

Dr. Justin Lockwood, Chief of Staff, presented an informational summary of the December State Staff Meeting, noting that the agency holds two statewide staff meetings annually.

Dr. Lockwood reported that the December meeting included:

- Recognition of 15 new employees hired within the past six months
- Recognition of seven employee promotions or internal transfers during the same period
- Recognition of one employee's retirement

Dr. Lockwood reported that employee awards were presented through an employee-nominated and employee-selected process, including:

- A Rising Star Award
- Two Spotlight Awards
- A Team Award, which was presented to the Health Science Education Division

Dr. Lockwood further reported that the meeting included a keynote presentation, a strategic planning update, an agency update, and employee engagement activities. He also noted that nearly all agency employees were in attendance.

Board members asked general questions, including a question regarding ADA website compliance timelines, which Dr. Lockwood addressed.

No action was taken.

3.02 Discussion and Review of Agency 360 Survey Results – Mr. Brent Haken, State Director.

Mr. Brent Haken, State Director, presented an informational report to the Board regarding the results of the agency's 360-degree feedback survey, which was conducted to support staff engagement, leadership development, and organizational improvement.

Mr. Haken reported that the survey was expanded to include senior leadership and managers, in addition to the Director-level survey previously conducted. He reported that:

- 24 managers participated in the survey process
- 165 employees were invited to participate
- 142 responses were received, reflecting an 86% participation rate
- Survey feedback was collected by an external vendor to ensure confidentiality

Mr. Haken summarized overall results, noting that responses reflected strong performance trends across leadership behaviors and competencies, with the majority of responses falling within the good, excellent, and outstanding categories. He further reported that identified leadership "derailers" were generally minimal and within acceptable ranges, and that the agency's overall scores were consistent with industry norms.

Mr. Haken also reported that a similar survey was conducted for the senior leadership team, with participation rates approaching 80%, and that results indicated opportunities for continued leadership development and internal talent growth.

Board members engaged in general discussion regarding staff development, internal promotion, leadership training, and the value of peer and subordinate feedback in organizational improvement. Mr. Haken responded to questions and stated that survey results will be used to guide future leadership development efforts.

No action was taken.

3.03 Update and Possible Discussion on Previous 3-Year Agency Salary Adjustments – Mr. Brent Haken, State Director.

Mr. Brent Haken, State Director, provided an informational update to the Board regarding agency salary adjustments implemented over the previous three fiscal years.

Mr. Haken reported that during this period, the agency has consistently provided longevity or step increases to employees, including a \$900 annual longevity adjustment, which has contributed positively to employee retention and compensation stability. He further reported that the agency adjusted pay bands during his first year as State Director, aligning internal compensation practices with legislatively approved teacher pay raises.

Mr. Haken stated that while salary increases were limited in the prior fiscal year, the agency implemented a performance- and workload-based evaluation process to allow for targeted salary adjustments. He reported that slightly more than \$100,000 in raises were distributed during that year among the agency's workforce of more than 200 employees.

Mr. Haken further reported that compensation adjustments increased in the most recent fiscal year and that, over the three-year period, the agency has awarded 255 individual employee raises, totaling more than \$1 million in salary increases. He stated that these adjustments have improved the agency's overall competitiveness and are intended to better reflect division-specific responsibilities and market comparisons, rather than relying solely on generalized job classifications.

Mr. Haken reported that the agency is transitioning to market-based comparisons aligned with functional areas, such as health, human resources, and technical fields, and that the first round of division- and workload-based adjustments is anticipated to begin in the spring.

Board members engaged in discussion regarding employee retention and separation trends. Mr. Haken reported that the agency conducts exit surveys for departing employees and stated that compensation is cited as a factor in a low percentage of departures. He further reported that most separations are due to retirements or employees pursuing advancement opportunities in the field, and that the agency has recently begun to see some former employees return with additional experience, strengthening the workforce.

No action was taken.

4. MANAGEMENT ACTION ITEMS

- 4.01 Discussion and Possible Action to convene in to convene in Executive Session pursuant to 25 O.S. 2021, § 307(B)(1) related to the Annual Performance Review, Employment and Compensation of the State Director, Mr. Brent Haken, State Director of Career and Technology Education (Authority: 25 O.S. 2021, § 307 (B)(1)).**

a. Vote to Convene in Executive Session pursuant to 25 O.S. 2021, § 307 (B)(1).

b. Discuss the Annual Performance Review, Employment and Compensation of Mr. Brent Haken, State Director of Career and Technology Education.

c. Vote to Exit Executive Session.

d. Discussion and Possible Action regarding item(s) discussed in Executive Session, including the Annual Performance Review, Employment, and Compensation of the State Director – Mr. Brent Haken, State Director of Career and Technology Education.

a. Vote to Convene in Executive Session

Mr. Michael Brown moved to convene into executive session at 10:09 a.m. Mr. Randy Gilbert seconded the motion.

Voting Results:

Mr. Michael Brown, yes
Mr. Ryan Deatherage, yes
Mr. Randy Gilbert, yes
Ms. Shaelynn Haning, yes
Superintendent Fields, yes

Motion carried. A copy of the minutes is on file at the Oklahoma Department of Career and Technology Education.

c. Vote to Acknowledge Return to Open Session

Mr. Michael Brown moved to return to open session at 11:20 a.m. and Randy Gilbert seconded the motion.

Voting Results:

Ms. Shaelynn Haning, yes
Mr. Randy Gilbert, yes
Mr. Ryan Deatherage, yes
Mr. Michael Brown, yes
Superintendent Fields, yes

Motion carried. A copy of the minutes is on file at the Oklahoma Department of Career and Technology Education.

**d. Discussion and Possible Action on the Annual Performance Review,
Employment and Compensation of the State Director – Mr. Brent Haken, State
Director of Career and Technology Education.**

Mr. Michael Brown moved to table the Annual Performance Review, Employment and Compensation of the State Director until the January 15, 2026, Regular State Board Meeting. Mr. Ryan Deatherage seconded the motion.

Voting Results:

Mr. Michael Brown, yes
Mr. Ryan Deatherage, yes
Mr. Randy Gilbert, yes
Ms. Shaelynn Haning, yes
Superintendent Ryan Fields, yes

Motion carried. A copy of the minutes is on file at the Oklahoma Department of Career and Technology Education.

5. NEW BUSINESS

There was no new business.

6. ADJOURNMENT

There being no further business, the meeting was adjourned at 11:22 a.m.

The next regular meeting of the State Board of Career and Technology Education will be held Thursday, January 15, 2026, at 9:00 a.m. The meeting will be held at the Oklahoma State Department of Education, Oklahoma City, Oklahoma.

A copy of the minutes is on file at the Oklahoma Department of Career and Technology Education.



Lindel Fields, State Superintendent
of Public Instruction and Chair of the Board



Ashley Rink, Executive Assistant
to the CareerTech State Director and
Secretary of the CareerTech Board