

Minutes of the Regular Meeting of the

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

May 21, 2020

The State Board of Career and Technology Education began its regular session at 9:12 a.m., Thursday, May 21, 2020 via the zoom platform. The final Agenda was posted at 8:17 a.m., May 20, 2020, in accordance with 25 O.S. 2011, § 311(9).

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

Dr. Marcie Mack, State Director, ex-officio nonvoting member
Ms. Estela Hernandez, Oklahoma City
Mr. Brian Bobek, Oklahoma City
Mr. Michael Brown, Lawton
Mr. Tim Burg, Shawnee
Mrs. Janet Smith, Tulsa
Mr. Randy Gilbert, Tecumseh

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

Mrs. Joy Hofmeister, State Superintendent of Public Instruction and Chair of the Board
Mr. Jimmy Stallings, Enid
Mr. David Stewart, Afton

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

See Attachment A.

**SWEARING IN OF RE-APPOINTED BOARD MEMBER, MR. RANDALL GILBERT,
TECUMSEH**

Prior to the beginning of the meeting, Dr. Mack administered the Oath of Office to Mr. Gilbert, who has been reappointed to the State Board by the Governor and affirmed by the Senate.

Mr. Gilbert replied, yes ma'am I do affirm the oath of office.

Mr. Gilbert said thank you to the Governor of the State of Oklahoma for allowing me to continue to serve the CareerTech system, the wonderful CareerTech system and the State of Oklahoma.

Dr. Mack said that we're very excited to have you on the board for another six year term which will end on August 1, 2026.

CALL TO ORDER

Dr. Mack, State Director, called the meeting to order at 9:12 a.m. Ms. Angela Jones called the roll and ascertained there was a quorum.

SUPERINTENDENT'S COMMENTS

Superintendent Hofmeister was unable to attend due to a scheduling conflict.

DIRECTOR'S COMMENTS

Dr. Mack said that it was great to see everyone and all of the guests who have joined us. I have a few things to mention as updates:

- We did complete our CareerTech Student Organizations (CTSO) conferences. Out of the seven CTSOs five of those were completed virtually. I want to give a shout out to our state advisors who went above and beyond to the best of their ability to recognize students during this challenging time through virtual conferences and being able to carry on as many competitions and recognitions as possible. We do have some recognitions and competitions that, due to the circumstances, we were not able to complete as we had hoped to ensure the safety of the students, the instructors and also to be equitable in the competition but we were able to have the majority of those and we are very grateful that the CTSO state advisors stepped up and allowed for that to continue on and recognize the students for all of their hard work that they completed this year.
- We continue to have our professional development for our teachers and professional development for staff. All of the scheduled meetings that we had through various time periods we have moved to the virtual platform. We are working on our Oklahoma Educator Industry Partnership (OEIP) component so that those are on a virtual platform will still have that opportunity for instructors to

engage with industry. It's going to be a little bit different as we move forward but we want to make sure that we are still providing that opportunity for our educators.

- As we bring in our new teachers we will be having our new teacher workshops virtually. Many of those are being scheduled now.
- The Summit will be August 4th and 5th and will be virtual as well. We will get that information sent out to you when it becomes available. We would love to have as many of the Board members as possible to be able to join us on August 4th. We will have a general session and have 36 professional development breakout sessions for all of the members to be able to participate. August 5th is the day designated for the divisional specific meetings that they need to have. We are excited to be able to move that forward as we want to make sure that we're providing that opportunity on August 4th and 5th with our partner OKACTE.
- The Technology Centers are working to continue the training for their industry partners making sure that they're filling the workforce areas. We do have our industry certification testing sites. Some of them started to come online on May 18th and we will have others that will continue to come online. There are specific restrictions and guidelines that must be followed for the testing sites and each of them have those in place because their goal is to make sure that they're providing an opportunity for the students to be able to complete their industry credentials and help them to enter into the workforce with their credentials and certification.
- The CareerTech history on our website has been updated through 2020. We have a team that was led by Craig Maile along with Margie Cooper, Laura Wilson and Marissa Villones also helped to get that updated. We will also have a specific area in there outlining the various things and the great work that individuals have done through this unprecedented time so that we make sure that we capture that as we move forward.
- We will be having our biannual state staff meeting on Monday, June 22nd which will be virtual. We will have an opportunity to recognize our staff, do a summary of what has transpired for the year and then also outline the goals as we move into the next year.
- The Region IV ACTE conference kicks off today and is a virtual conference. We are very fortunate Oklahoma has multiple individuals who will be representing our state in Region IV in some of the award areas. For us, here at the state agency, Cecil Wainscott, which did present to the board and we also had his students speak to us at our state staff meeting last year, he is representing Oklahoma in Region IV for Teacher of the Year. We're very excited for all of our Oklahoma individuals to represent our state in Region IV and we look forward to being able to announce the winners hopefully by the end of today.

1.04 MINUTES OF THE MARCH 26, 2020 SPECIAL MEETING

Mr. Tim Burg moved to approve the minutes of the March 26, 2020 special meeting. Ms. Estela Hernandez seconded. The motion carried with the following votes: Mr. Gilbert, yes; Ms. Smith, yes; Mr. Burg, yes; Mr. Brown, yes; Mr. Bobek, yes; Ms. Hernandez, yes. Motion carried. A copy of the minutes are on file at the Oklahoma Department of Career and Technology Education.

RECOGNITIONS AND PRESENTATIONS

2.01 NATIONAL OFFICER CANDIDATES

ADDISON SORENSEN, FRANCIS TUTTLE TECHNOLOGY CENTER WITH HOSA – FUTURE HEALTH PROFESSIONALS

Dr. Mack mentioned that in the beginning of the comments we did have our CareerTech Student Organization conferences which concluded on May 12th. We are very fortunate today, in our presentations, that we have two of our CareerTech Student Organizations that are going to be represented. These individuals are going to represent Oklahoma as a National Officer Candidate. We are very excited for them to have a voice not only for their CareerTech Student Organization but specifically for Oklahoma. Our first individual has provided us two videos from the HOSA - Future Health Professionals. The State Advisor for HOSA is Debbie Bennett. Debbie does a great job working with the state officers throughout the year.

Ms. Addison Soerensen attends Francis Tuttle Technology Center and is the Oklahoma HOSA State Chaplain. The first video that we are showing today, Addison will talk about her National Officer Candidacy. Below is a portion of what she had to say:

I am honored to be able to speak to you all today. I have been a part of HOSA for the past two years and it is one of the best decisions I have made for my future career as a nurse practitioner. I have been honored with the ability to run for National HOSA Executive Council and to be able to represent Oklahoma HOSA at a national level. To serve on the executive council means that I will be able to work on many tasks such as getting HOSA's name into colleges and grade schools, to further our members' growth as well as opportunities to get involved. I want to be able to further my leadership abilities by being a part of a highly respected team of leaders. As a national officer I want to lead the future health professionals to their calling and to help them achieve their goals through HOSA. Members of HOSA are the future and that is something that I hope inspires members to continue their efforts to build a future and to be leaders running towards our tomorrow together as an organization. Thank you for the opportunity to speak to you all today. Stay Safe and God Bless.

Dr. Mack said that Addison will be representing the National Office of HOSA and we were grateful that she was able to provide us with the video. One of the other pieces is that Addison is a scholarship winner from one of our past individuals who was in HOSA and who lost their life in the Murrah Building Bombing. Addison did provide us a video as well that she would like to pay tribute to and thank the family that allowed for her to represent our past HOSA member.

This year marks the 25th Anniversary of the Murrah Building Bombing. One of the first responders on the scene was Rebecca Needham. Rebecca was an Oklahoma HOSA Vice President and she loved the organization. On April 19th, Rebecca ran into the building without hesitation. Through her efforts to save lives she sustained a head injury and was the only first responder to die trying to help. Her servant's heart and legacy didn't stop there. Her family decided to give back to the Oklahoma HOSA community through a scholarship in honor of Rebecca and the health care provider that she was. One of the highest honors I have received is the

Rebecca Needham Anderson Scholarship. I never had a chance to meet Rebecca but with one single act she taught me what being a health professional was all about. Simply put that it's about running toward the fear, toward the pain without hesitation.

Dr. Mack said thank you, Addison, for providing your support and leadership for HOSA.

HOPE WEAR, LATTA HIGH SCHOOL WITH FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA (FCCLA)

Dr. Mack started by introducing Hope. Hope is from Latta High School and she is representing FCCLA and I also want to recognize our state advisor for FCCLA Denise Morris and give a special recognition. Denise is retiring this year from the state agency and as state advisor of FCCLA. We want to thank Denise for her many years of service to the outstanding student organization and we look forward to being able to carry the traditions forward and continue to build on the great foundation that we have in FCCLA.

Ms. Hope Wear is a Junior at Latta High School and will speak today about her National Officer Candidacy.

Good morning everyone. My name is Hope Wear and I am from Latta High School and I'm currently serving as Oklahoma FCCLA national officer candidate. Family and Consumer Sciences education and FCCLA have taught me to be a strong leader in my family, how to build a successful family unit and has taught me the importance of creating secure relationships with people. FCS education and FCCLA have also prepared me for my future career. I explored different possible career pathways and saw what I would excel in. I discovered that I wanted to work towards becoming an attorney. Not only did I find the career I wanted to pursue but I also learned essential interview skills that will help me in obtaining my career. After all these experiences and seeing it firsthand, the incredible impact and importance of FCCLA and FCS education, I knew that I wanted to lead to help give back to the organization that has done so much for me and many others. Being able to represent Oklahoma as a national officer would be a great honor. I hope to reflect Oklahoma's outstanding CareerTech system and bring a positive light to the team. I'm extremely grateful for this opportunity and the continuous support for FCCLA and FCS education. Thank you all.

MANAGEMENT INFORMATION

3.01 BUDGET AND LEGISLATIVE UPDATE– DR. MACK

Dr. Mack said, in the outline, just to give you an update of the information.

- The budget has been confirmed. Our final budget will come to the board for your approval at the June board meeting.
- In the budget we did receive a 4.3% reduction in our general appropriations which is a little over \$6 million. As we have in the past, when we have received reductions we

provide that reduction to Agency Operations and also to our pass-through dollar amounts that go to our Technology Centers and to our K-12 program assistance for our CareerTech programs. We will be finalizing that budget and provide you a line item budget to approve in June. As we go through that process and making sure we evaluate specifically for the agency operations some key factors that we keep in mind as we go through that is to make sure that we are still able to provide the best quality support we can for our stakeholders and for our educators that are in the field.

- We do have some areas that we have individuals who are retiring. Jack Staats in Agricultural Education is retiring. You will have an opportunity, in executive session, to approve or disapprove an individual for that position. Then we have Terri Hollarn in Family and Consumer Sciences who is retiring. We do look forward to filling that leadership position and making sure that we're continuing to provide support to the teachers and educators in that area. Denise Morris who is the FCCLA State Advisor is also retiring. We do have an individual that we've identified to move into that position later in June. Jeff Huffman, in our Trade and Industrial area, is transitioning to a Technology Center. We are working to fill that management position as well. We want to make sure we're meeting our teacher's needs so when we bring our budget back you will see that we have that continuing investment in our staff as well as the outline for our efficiency, processes and alignment.
- The other piece is the legislative component. In the Cares Act,, at the federal level, our Technology Centers do have the opportunity to receive Cares funding through the stimulus, through the higher education component of that and in that dollar amount they qualify to receive the first allotment in that dollar amount; 50% of that must go to the students to provide them assistance. Our Technology Centers are currently in the process of providing that assistance to the students. The other 50% of that dollar amount is institutional opportunity for them to be able to provide institutional funding to be able to provide reimbursement for things they may have had to put in place as we moved into the pandemic. They continue to provide education to their students. They are all working very diligently to make sure that they are accountable for that and moving their education forward at the local level.

MANAGEMENT ACTION ITEMS

4.01 DISCUSSION AND VOTE ON FY20 LOTTERY GRANT SCHOLARSHIPS – MR. JUSTIN LOCKWOOD, DEPUTY STATE DIRECTOR

Mr. Lockwood said thank you Dr. Mack. It is my pleasure to present to the Board the FY20 Lottery Scholarship summary report. The lottery funds are divided into three areas, scholarship, K-12 and Technology Centers. Scholarship receives ten percent (10%) of the funds and is spent for residents of Oklahoma, who are attending an Oklahoma school, working on a CareerTech certification. During FY20 we awarded a total of 486 scholarships. The board should have received, in their packets, the breakdown by session of those 486 scholarships which totaled \$500,000 that were sent to the students that were working on CareerTech certifications.

Mr. Tim Burg moved to approve the FY20 Lottery Grant Scholarships. Ms. Janet Smith seconded. The motion carried with the following votes: Ms. Hernandez, yes; Mr. Bobek, yes; Mr. Brown, yes; Mr. Burg, yes; Ms. Smith, yes; Mr. Gilbert, yes. Motion carried. A copy of the approved FY20 Lottery Grant Scholarships are on file at the Oklahoma Department of Career and Technology Education.

4.02 DISCUSSION AND VOTE ON FY21 LOTTERY GRANT AWARDS (K-12) – MS. CORI GRAY, DEPUTY STATE DIRECTOR

Ms. Cori Gray said good morning and I appreciate the opportunity. Today we will focus on the K-12 school lottery grants. This year we had \$1,225,000 allotted and it is recommended that \$1,223,897.15 be awarded. There are a total of 90 awards between the six (6) divisions (Agricultural Education; Business and Marketing; Family and Consumer Sciences; Science, Technology, Engineering and Mathematics; Health; and Trade and Industry). I believe you all have a listing of the districts with the schools, the program, division area and a description of the items requested along with the award amount requested.

Mr. Tim Burg moved to approve the FY21 Lottery Grants Awards for K-12. Mr. Randy Gilbert seconded. The motion carried with the following votes: Mr. Gilbert, yes; Ms. Smith, yes; Mr. Burg, yes; Mr. Brown, yes; Mr. Bobek, yes; Ms. Hernandez, yes. Motion carried. A copy of the approved FY21 Lottery Grant Awards for K-12 are on file at the Oklahoma Department of Career and Technology Education.

4.03 DISCUSSION AND VOTE ON FY21 LOTTERY GRANT AWARDS (TECHNOLOGY CENTERS) – MR. LOCKWOOD

Mr. Lockwood said thank you Dr. Mack. Board members it's my pleasure to present the Technology Center Lottery Grants for your approval. We have eight (8) full grants and one (1) partial grant that we are recommending for the FY21 lottery funds allocation. We had \$1,130,000 allotted and \$1,129,191.63 that will be awarded. We also had 40 applications submitted this year.

Mr. Tim Burg moved to approve the FY21 Lottery Grant Awards for Technology Centers. Mr. Brown seconded. The motion carried with the following votes: Ms. Hernandez, yes; Mr. Bobek, yes; Mr. Brown, yes; Mr. Burg, yes; Ms. Smith, yes; Mr. Gilbert, yes. Motion carried. A copy of the approved FY21 Lottery Grant Awards for Technology Centers are on file at the Oklahoma Department of Career and Technology Education.

4.04 DISCUSSION AND VOTE ON PROPOSED 2021 CAREERTECH STATE BOARD MEETING DATES – DR. MACK

Dr. Mack said that the meeting dates were provided to you in your board packet. The meeting dates, you will notice, are following our same outline on Thursdays with one meeting date to be at the State Agency here in Stillwater in September and then as we try to each year in November to

actually go to an off-site of a school for that board meeting. I would ask for your approval of the 2021 board meeting dates.

Mr. Tim Burg moved to approve 2021 CareerTech State Board Meeting Dates. Ms. Estela Hernandez seconded. The motion carried with the following votes: Mr. Gilbert, yes; Ms. Smith, yes; Mr. Burg, yes; Mr. Brown, yes; Mr. Bobek, yes; Ms. Hernandez, yes. Motion carried. A copy of the approved Proposed 2021 CareerTech State Board Meeting Dates are on file at the Oklahoma Department of Career and Technology Education.

4.05 DISCUSSION AND VOTE ON FULL POSTSECONDARY ACCREDITATION OF INDIAN CAPITAL TECHNOLOGY CENTER SCHOOL DISTRICT NO. 04 – MR. LOCKWOOD

Mr. Lockwood said thank you Dr. Mack. On November 18-21, 2019, the Accreditation Division conducted an onsite accreditation review at Indian Capital Technology Center in Muskogee, Tahlequah, Stilwell and Sallisaw, Oklahoma. The examiner team comprised 34 examiners and ODCTE staff, including 16 examiners from technology centers. During the review, examiners interviewed 150 stakeholders in various manners including individual settings and in small groups on all four campuses. These stakeholders included business and industry representatives, community leaders, partner school administrators and teachers, and parents of students attending the technology center. Examiners also interviewed technology center administrators, certified and support staff, and students. 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 and administration, instruction and training, support services, measurement and analysis, personnel, operations, and system impact.

During the review, examiners identified one (1) standard and one (1) area of noncompliance with the requirements of Federal Regulations and Oklahoma Department of Career and Technology Education Accreditation Standards. Examiners found no other items requiring corrective action. We recommend that the Board grant full accreditation status to Indian Capital Technology Center. If approved, the technology center will have ninety (90) days to submit their corrective active plans and 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.

Superintendent Tony Pivec was given the opportunity to speak to the board members about the accreditation process.

Mr. Burg moved to approve the accreditation of Indian Capitol Technology Center District No. 04. Mr. Brown seconded the motion. The motion carried with the following votes: Ms. Hernandez, yes; Mr. Bobek, yes; Mr. Brown, yes; Mr. Burg, yes; Ms. Smith, yes; Mr. Gilbert, yes. Motion carried. A copy of the accreditation report is on file at the Oklahoma Department of Career and Technology Education.

MANAGEMENT ACTION ITEMS

5.01 PROPOSED EXECUTIVE SESSION TO DISCUSS HIRING THE AGRICULTURAL EDUCATION PROGRAM MANAGER (AUTHORITY: 25 O.S. 2011, § 301 (B)(1))

Mr. Burg moved to convene into executive session at 10:14am. Mr. Gilbert seconded the motion. The motion carried with the following votes: Mr. Gilbert, yes; Ms. Smith, yes; Mr. Burg, yes; Mr. Brown, yes; Mr. Bobek, yes; Ms. Hernandez, yes. Motion carried.

Dr. Mack said Chief of Staff, Becky Foster, Attorney Glen Hammonds and myself will be in executive session.

Mr. Brown moved to return to open session at approximately 10:28am. Ms. Smith seconded the motion. The motion carried with the following votes: Ms. Hernandez, yes; Mr. Bobek, yes; Mr. Brown, yes; Mr. Burg, yes; Ms. Smith, yes; Mr. Gilbert, yes. Motion carried.

Mr. Gilbert moved for approval of Scott Nemecek as the Agricultural Education Program Manager. Mr. Brown seconded the motion. The following motion carried with the following votes: Mr. Gilbert, yes; Ms. Smith, yes; Mr. Burg, yes; Mr. Brown, yes; Mr. Bobek, yes; Ms. Hernandez, yes. Motion carried.

NEW BUSINESS

There was no new business.

ANNOUNCEMENTS

Tim Burg said Randy Gilbert and I would like to submit the name of Gordon Cooper Technology Center as the campus that we could possibly visit this coming fiscal year and again Bob Perry would have to agree to that. They have a fantastic new Safety Center that they'd like to show off to the Board so I don't think Bob will be in disagreement.

Mr. Burg will contact Bob Perry at Gordon Cooper Technology Center to confirm.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:32 a.m.

The next regular meeting of the State Board of Career and Technology Education will be held on Thursday, June 18, 2020 at 9:00 a.m. The meeting will convene at Oliver Hodge Education Building, Oklahoma City, Oklahoma.

Joy Hofmeister, Chair of the Board

Minutes of the Meeting of the State Board of
Career and Technology Education
May 21, 2020

A handwritten signature in cursive script that reads "Angela Jones". The signature is written in black ink on a white background.

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