

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

June 15, 2023

The State Board of Career and Technology Education began its regular meeting at 9:05 a.m., Thursday, June 15, 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 2:05pm on June 13, 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. Peter Dillingham, Enid
- Mr. Randy Gilbert, Tecumseh
- Ms. Shaelynn Haning, Tulsa
- Mr. Edward Hilliary, Elgin
- Ms. Suzanne Reynolds, Nichols Hills
- Mr. Rob Seeman, Morris
- Ms. Kendra Wesson, Norman

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

- Mr. Michael Brown, Lawton

Attendees from the Oklahoma Department of Career and Technology Education and other guests:
See Attachment A.

The Oath of Office was administered to Mr. Rob Seeman, Ms. Suzanne Reynolds and Ms. Kendra Wesson before the meeting was started by Mr. Brent Haken, State Director.

1.01 CALL TO ORDER, ROLL CALL

Superintendent Walters called the meeting to order at 9:05 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 SUPERINTENDENT'S COMMENTS

Superintendent Walters said Welcome. We have two new board members today and having board member Secman sworn in for another term. It's great to have the board meeting together and I know we'll get to know each other here as time goes on. I want to make sure that everyone's introduced to the new board members.

It's always interesting in the summertime, outside of the regular school year, getting to talk to folks and it's a little more flexible in meeting with administrators around the state. I got to meet with some folks from Guymon and we were talking a lot about CareerTech options and the lack thereof out in the far Panhandle and I would love for us to look at, in the future, about how to get services to them. They're not in a CareerTech district; a lot of that is local decisions and so forth but I'd love for us to look at options there. It was a great conversation to highlight around access and we had a lot of great conversations. I know that the director and I talk about this often is getting good travel around the state and talk to the CareerTech's and the efforts that they're making to ensure that they're highly successful programs have enough space for students to continue to go. This is something that we're going to continue to make efforts to, we've talked a lot about this when it comes to the funding of the CareerTech model, we talk about the options that are given in the CareerTech model, we talk about the local flexibility and it's something that I think is the highest importance to ensure. For example, if a child in a local community wants to get a welding certificate they have the ability, they have the opening, they have the accessibility to the programs that are being offered and I think that our CareerTech system has an incredible job of keeping that flexibility and being agile enough to meet the needs of those local communities and it's a task I think we always have to take seriously, we always need to look at ourselves and make sure that we are being accountable to all the students and all the parents and ensuring that access is there and I think it is a tremendous example of CareerTech education that students get that. We hear this all the time from parents, they want to be in these programs, there are waiting lists in some of these programs and again we're going to continue to make sure that all students have the availability to get into these programs. It's great to have that kind of demand, it's great to see that kind of respect around the state and it says a lot about the programs that CareerTech offers that it's universally viewed by parents that these are programs we want our young people in. Again, I wanted to bring that up as I think as we continue to move forward, and we continue to look at ways to improve our CareerTech system. A lot of those could center around accessibility and making sure that all students have access to the programs especially in our workforce needs for the state.

1.04 DIRECTOR'S COMMENTS –MR. BRENT HAKEN, STATE DIRECTOR

Mr. Haken said thank you superintendent and I'll be pretty brief. I want to recognize Mr. Glen Hammonds he has over 30 years serving CareerTech as an appointment from the Attorney General's office and will be retiring this summer. We are very honored, and I am to have worked with him and know the knowledge that he has. Hopefully I can still get a hold of him when he retires so that I can ask some questions about what's going on. We are excited that he's got an opportunity to change phases in life but more excited that the CareerTech system got to benefit from having Glen Hammonds with us.

Superintendent Walters said thank you Glen.

Along the lines of what Superintendent said, we have seen an increased interest in CareerTech programs. This year I've talked to you about Thomas-Fay-Custer that has already voted to be part of Chisholm Trail Technology Center school district. Justin can talk more about these because he's led the effort with annexations. We recently had two school districts that held a vote, on Tuesday, June 13, 2023, to decide whether they wanted to be a part of a technology center district or not. There were portions of the school district because when they came in, they came by county and not by school district. Rattan Independent School District No. 101 voted to become a part of Kiamichi Technology Center school district. Coleman Independent School District No. 1035 decided not to be a part of the Kiamichi Technology Center school district and that is based on the local vote. That's just shows more evidence of how we are locally controlled, and they decide if they want to be a part of that or not. It's great that people are interested, and school boards are wanting to be a part of that. We've had several discussions with other entities that aren't to a vote yet but are moving that direction whether they be County Commissioners to vote as a county or school boards and many of them are in the Panhandle. That's exciting that they're wanting to be a part of Technology Center districts, but regardless of that, they can still get served through the K-12 programs that we have.

A few other things that I would mention is recently The Oklahoma State Regents for Higher Education, Chancellor Garrett and I have been working with the Oklahoma Department of Commerce to have meetings with our incoming businesses, Canoo, Enel Green Power and Southern Rock Energy Partners and most of those CEOs have already set up meetings with us so we can talk about how our state serves those people and what we can do to make sure that they have the service that they need. That's pretty exciting to be working together on systems that might support businesses coming to Oklahoma.

Aircraft maintenance continues to grow and so we've had several meetings recently about how we provide what they need as they grow and so that's an exciting time right now talking about the curriculum that's available, what does governance look like from the FAA and how do we make sure that we're doing the right things so that people can get into jobs and at what age do they qualify for those.

Our CTSO's (CareerTech Student Organization) group just held their CTU which is their training for the summer. All of the officers from each CTSO (FFA, FCCLA, BPA, DECA, HOSA, SkillsUSA, TSA) come together at one time to get trained in what leadership looks like and how

do we lead the next generation of students. That was a big thing for the summer and our people put a lot of work into that.

The other big things that are going on you're going to hear on the business part of the agenda but that's just some of what's happening. We are working over the summer now that school is out, and the legislative session is over so that we can focus on agency operations and how are we serving people and how do we strengthen. One of the great things is an increased budget to CareerTech. How do we make the most of every dollar and how do we support that growth. The biggest concern that I have for our K-12 programs is new teachers and so many that don't have experience within the CareerTech system so how do we get them trained and how do we supervise them. We're going to put a lot of effort this year into our program specialists and how do they follow up with these people and make sure that they're supported. Lisa Batchelder will go through the budget with us, but I wanted you to know there's a lot of emphasis right now on how we structure our agency so that we support the field the best.

1.05 MINUTES OF THE MAY 18, 2023 REGULAR MEETING

Mr. Dillingham moved to approve the minutes of the May 18, 2023 regular meeting. Mr. Hilliary seconded the motion. The motion had the following votes:

Ms. Wesson, yes

Mr. Seeman, yes

Ms. Reynolds, abstain

Mr. Hilliary, yes

Ms. Haning, yes

Mr. Gilbert, yes

Mr. Dillingham, 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

No presentations

3. MANAGEMENT INFORMATION

3.01 State Staff Update – Dr. Justin Lockwood, Chief of Staff

Dr Lockwood said our state staff, for those board members who are new, state staff simply refers to a meeting that we at the agency have. We house about 160 or so of our employees in Stillwater the remainder are housed throughout the state at different locations. Twice a year we bring all of those employees together for meetings, in June and December. This is an update from our June 12, 2023 meeting.

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You can follow along with the power point presentation. We recognized new employees, 15 new employees and 1 internal promotion since our December meeting.

Years of service awards, we're quite proud of our years of the service awards.

- 5 years with the agency - Ashley Zemp, Corey Haynes, Paxton Cavin, Stephanie Evans, Trevor Lucas, Nicole Currant, Cori Gray, KayTee Niquette, Caleb Cummings, Nacoe Thomas
- 5 years with the State of Oklahoma because we have some employees who worked with other agencies within the State so we recognize their service - Derrin Bollinger, Rebecca Saxon, Krissy Miller, Shawna Nord
- 10 years with the agency - Tonja Norwood, Ayanna McKee, Warren Daniel, Brian Bates, Carol Hall
- 10 years with the State of Oklahoma service - Nancy Cejka, Lisa Pamplin
- 15 years with the agency - Valerie McBane, Holly Hanan, Aubrey Metcalf, Mary Jane Grayson, Karen Talbott
- 15 years with the State of Oklahoma service - Lance Allec
- 20 years with the agency - Jamie Allstatt
- 20 years with the State of Oklahoma service - Rose Mangold, Dennis Griffith, Richard Curtis
- 25 years with the agency - Carter Merkle, Robyn Drury
- 30 years with the agency - Gina Hubbard, Julie Bunch, Todd Kucko
- 35 years with the agency - Cynthia Vick

Dr. Rebecca Eastham, Executive Director of Workforce and Economic Development at Meridian Technology Center was our keynote speaker and did a great presentation titled "Link Up, Lean In and Lead On: Lessons from the Wizard of Oz". We felt that was an outstanding job and she's one of us even if she's not a state employee, she's a CareerTech employee.

Our employees' association, which is a member driven group of our state employees, hosted a lunch for us. Our retirees actually come and cook that lunch for the employees, so that's neat to see those folks.

Bring Your Kid to Work day. We have a day where employees can bring their kids to work, they do an interview with their kids and it's hilarious when they ask them what their mother or father does and things like that. When they asked Mr. Haken's daughter what his favorite word was, she said "no". Most of the employees laughed like yeah, we understand.

The reorganization plan, Mr. Haken spoke about his vision, where we're going with agency, what some of our plans are and the board will be made aware of that as time goes on.

Above and Beyond Award - Craig Maile
Leadership in Achieving Excellence Award - Mary Jane Grayson
Excellence in Customer Service Award - Mika Hickman
Innovation Award - Mark Burch
Team Award - Teaching to Lead

Steven Aragon, Brian Campbell, Tessa Lazor, Virginia Oden, Cara Pattison, Renee Reed,
Karen Talbott, Mitchell Thomas
Our Retirees – Charlotte Bowling, Glen Hammonds, Connie Lewis, Jan Long and Mike Low

Mr. Haken said I would mention that the purpose of State Staff is not only to give information to all of our employees at one time to make sure it's consistent but also to recognize employees for the work that they do. All those awards are nominated from within the agency from their peers recognizing the way that they go above and beyond or provide that service. It's pretty exciting for us to celebrate within the people that really make a difference in the agency, in the field and across the state. All board members are more than welcome to come.

4. MANAGEMENT ACTION ITEMS

4.01 Discussion and Vote on Distance Education on Northeast Technology Center – Ms. Jessica Ventris, Accreditation Manager

Ms. Ventris said good morning. For any of the new board members, this board has been recognized by the U.S Department of Education to accredit our Technology Centers. The accreditation division carries out those duties along with people from the field. We have an expansion of scope to include the regular accreditation which is institutional, and we have an expansion of scope to include distance education because it's fairly new to our system. We go out and examine the programs that want to offer a percentage of distance education, we bring that back to you and those need to be accredited. After they're accredited then they become part of the five-year institutional accreditation unless there is changes made to those programs in which the school would notify us and then we would go back out and look at that again.

There are standards and guidelines that you all have approved for distance education, and they include program integrity, resources and technology, learning development and instruction, skill attainment and assessment, student services and support services, marketing and recruitment, student engagement and satisfaction and program effectiveness and improvement. We take program specialists from the agency as well as accreditation staff to the schools to do the examination. We talk with administrators and staff; we view a demonstration of the format that they're going to use for distance education and then we observe the program area. Again due to distance education being fairly new for many of our Technology Centers full-time programs agency staff will follow up mid-year in January and we'll follow up to provide technical assistance if needed and we want to confirm that there is satisfactory attendance tracking, clock hour monitoring and verification that it's the same student that's logged in that's doing the work and distance education program quality which includes all of our full-time program requirements. If there are any changes or things that are a concern, then we will bring that information back to the board after that mid-year follow-up. If you approve distance education, then the program becomes part of their full-time institutional accreditation that we do every five years.

On May 16, 2023, the accreditation division and some program specialists went to Northeast Technology Center in Pryor, Oklahoma to view how they're going to offer a portion of their

lineman program via distance education. That report was provided in your packets and we do recommend the board grant full accreditation status to that program.

Representatives present today:

Mr. Roger Crutchfield from Northeast Technology Center

Mr. Dillingham said I just wanted to say that I know a lot of work goes into these accreditations and a lot goes into preparing for the accreditation so thank you all for that hard work. I don't want you to think our silence is negating that appreciation for all the hard work.

There were a few questions from board members that Ms. Ventris and Superintendent Crutchfield answered.

Superintendent Walters said I do want to say I do appreciate you all starting the lineman program. I've got to see two other ones and they all point to you guys as well. It's always tough to be the first one to start a program with that. We really appreciate you all being willing to be the first to do it and now like you said, it has become very popular. This is going to be a huge benefit to students. Appreciate your work and this is a fantastic report so thank you for what you guys are doing.

Mr. Gilbert made a motion to approve distance education for Northeast Technology Center for a portion of their lineman program. Mr. Dillingham seconded the motion. The motion had the following votes:

Mr. Dillingham, yes

Mr. Gilbert, yes

Ms. Haning, yes

Mr. Hilliary, yes

Ms. Reynolds, yes

Mr. Seeman, yes

Ms. Wesson, yes

Superintendent Walters, yes

Motion Carried. A copy of the distance education for Northeast Technology Center is on file at the Oklahoma Department of Career and Technology Education.

4.02 Discussion and Vote on 2 additional Lottery Grant Awards for K-12 schools – Dr. Justin Lockwood, Deputy State Director

Dr. Lockwood said our agency is appropriated funds from the lottery in the State of Oklahoma. We divide those funds up with 45% K-12 Lottery Grants, 45% to Technology Center Lottery Grants and 10% to Scholarships which is for CareerTech educators. At the last board meeting, we provided you a list of all the schools and scholarships that were to be awarded. In your packet, there is a list of two schools that were missed and in fairness we needed to come back, admit our error and get these two approved.

Mr. Gilbert said if I may add for the new members with the lottery money for CareerTech these are actually collected dollars these are not projected dollars these are dollars from last year so whenever we do the lottery grants at CareerTech we know that the money is in the account.

Mr. Hilliary made a motion to approve the 2 additional Lottery Grant Awards for K-12 schools. Ms. Haning seconded the motion. The motion had the following votes:

Ms. Wesson, yes

Mr. Seeman, yes

Ms. Reynolds, yes

Mr. Hilliary, yes

Ms. Haning, yes

Mr. Gilbert, yes

Mr. Dillingham, yes

Superintendent Walters, yes

Motion Carried. A copy of the 2 additional Lottery Grant Awards for K-12 schools is on file at the Oklahoma Department of Career and Technology Education.

4.03 Discussion and Vote on Oklahoma Department of Career and Technology Education FY24 Budget – Ms. Lisa Batchelder, Chief Financial Officer

Ms. Batchelder said good morning board members. You should have a copy of our executive summary for the FY24 budget in your packet. I do want to point out that this is a corrected version from what was emailed to you earlier and there's two small items that I will point out to you as we go through this together.

Ms. Batchelder went on to explain each page of the FY24 Draft Budget Executive Summary along with a power point presentation that just enlarged the executive summary pages to the board members.

There are a few notable items that I want to draw your attention to this year.

State general appropriations were increased \$22,603,636 or 16.4%

\$1,400,000 for flex (health) benefit allowance

\$9,948,597 for SB1119 Technology Center Certified Employee Salary Increases

\$4,750,000 for PK-12 CareerTech Programs

\$1,213,461 for Statewide CDL

\$3,522,462 for Technology Center Operational Funding Formula

\$1,769,116 for Agency Operations and support of program growth

- State Lottery appropriations were decreased \$118,174 or 2.5%
- Carl Perkins federal grant allocation increased by \$644,007
- Adult Education and Family Literacy federal grant allocation increased by \$635,123
- American Rescue Plan Act (ARPA) federal awards budgeted totaling \$14,110,087

The FY24 Legislative Appropriations for CareerTech and House Bill No. 1004

State General Appropriations History from FY10 through FY24

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State Lottery Appropriation History from FY10 through FY24

Agency FTE Trends from FY10 through FY24

FY24 CareerTech Funding Sources:

State General Appropriation

Federal

Carl Perkins, Adult Education & Family Literacy, TANF
Nursing, Truck Driver Training, Broadband

Federal – ARPA

State Lottery Appropriations

Revolving

contracts such as Dept of Corrections, Testing, etc.

Agency Special Account

This is an account that has been approved by OMES for
collection of conference registration fees and then to pay the
expenses of that conference

Total CareerTech Appropriations and Revenue Failures starting with FY2014 through FY2024.
Each year shows General Revenue, Lottery, Revised FY Total and whether or not we had a general
revenue failure for that year.

FY23 vs FY24 Projected Revenue vs Budgeted Expenditure Comparative

FY24 Projected Revenue vs Budgeted Expenditure Detail

There were some questions from the board.

Superintendent Walters said I do want to acknowledge a great job by your staff Director Haken to
put that together because the unique funding streams. It's really important for the board to see all
of that in one spot, to see what all CareerTech is working with and frankly what an effective job
they have done to keep all of those funding mechanisms going, continue to grow their programs
and also make sure that we have the understanding of what all they are doing and getting federal
dollars, being sub-recipients of federal dollars, state dollars so really appreciate the work that was
done to really give us a thorough explanation of the operational budget.

Mr. Dillingham made a motion to approve Oklahoma Department of Career and Technology
Education FY24 Budget. Mr. Gilbert seconded the motion. The motion had the following votes:

Mr. Dillingham, yes

Mr. Gilbert, yes

Ms. Haning, yes

Mr. Hilliary, yes

Ms. Reynolds, yes

Mr. Secman, yes

Ms. Wesson, yes

Superintendent Walters, yes

Motion Carried. A copy of the Oklahoma Department of Career and Technology Education FY24
Budget is on file at the Oklahoma Department of Career and Technology Education.

4.04 Proposed Executive Session to discuss hiring a T&I Program Manager and possible termination of Mr. Robert Holt, Skills Center Instructor and vote in open session – Mr. Brent Haken, State Director

Vote to convene into executive session:

Mr. Hilliary moved to convene into executive session at 10:18am. Ms. Haning seconded the motion. The motion carried with the following votes:

Ms. Wesson, yes

Mr. Seeman, yes

Ms. Reynolds, yes

Mr. Hilliary, yes

Ms. Haning, yes

Mr. Gilbert, yes

Mr. Dillingham, yes

Superintendent Walters, yes

Motion carried.

Mr. Brent Haken, State Director joined the Board for the entire executive session.

Mr. Glen Hammonds, Assistant Attorney General, joined the Board for the entire executive session.

Vote to acknowledge return to open session:

Mr. Hilliary moved to return to open session at 10:49am. Mr. Gilbert seconded the motion. The motion carried with the following votes:

Mr. Dillingham, yes

Mr. Gilbert, yes

Ms. Haning, yes

Mr. Hilliary, yes

Ms. Reynolds, yes

Mr. Seeman, yes

Ms. Wesson, yes

Superintendent Walters, yes

Motion carried.

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

Possible vote on any action:

Mr. Hilliary made a motion to terminate Mr. Robert Holt effective end of day June 15, 2023. Ms. Haning seconded the motion. The motion carried with the following votes:

Ms. Wesson, yes

Mr. Seeman, yes

Ms. Reynolds, yes

Mr. Hilliary, yes

Ms. Haning, yes

Mr. Gilbert, yes

Mr. Dillingham, yes

Superintendent Walters, yes

Motion carried.

Possible vote on any action:

Mr. Gilbert made a motion to hire Ms. Renee Reed as T&I Program Manager effective June 19, 2023. Ms. Haning seconded the motion. The motion carried with the following votes:

Mr. Dillingham, yes

Mr. Gilbert, yes

Ms. Haning, yes

Mr. Hilliary, yes

Mr. Reynolds, yes

Mr. Seeman, yes

Ms. Wesson, yes


Superintendent Walters, yes

Motion carried.

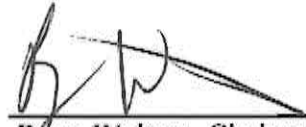
5. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:52am.

The next regular meeting of the State Board of Career and Technology Education will be held on Thursday, July 20, 2023 at 9:00 a.m. The meeting will convene at the Oliver Hodge Building Education Building, Oklahoma City, Oklahoma.



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



Ryan Walters, Chair of the Board