

Minutes of the Regular Meeting of the
STATE BOARD OF CAREER AND TECHNOLOGY EDUCATION
HELD AT THE OLIVER HODGE EDUCATION BUILDING, 2500 NORTH LINCOLN
BOULEVARD, OKLAHOMA CITY, OKLAHOMA

February 15, 2024

The State Board of Career and Technology Education began its regular meeting at 9:01 a.m. Thursday, February 15, 2024, at the Oliver 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 2:30 p.m. on February 13, 2024, 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. Michael Brown, Lawton
Mr. Randy Gilbert, Tecumseh
Mr. Edward Hilliary, Elgin
Mr. Rob Seeman, Morris
Ms. Shaelynn Haning, Tulsa, arrived at 9:03 a.m.
Ms. Kendra Wesson, Norman, arrived at 9:07 a.m.

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 9:01 a.m. 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 Walters

1.03 SUPERINTENDENT'S COMMENTS

- Superintendent Walters thanked everyone and mentioned that the opening comments would be brief.
- He acknowledged Shaelynn Haning entering the room and noted that Kendra Wesson would be arriving shortly.

2.02 Family, Career and Community Leaders of America Presentation with Possible Discussion – Ms. Brittani Phillips, Oklahoma FCCLA State Adviser

- Ms. Brittani Phillips introduced herself as the Family, Career, and Community Leaders of America state advisor.
- She greeted the audience and mentioned that it's National FCCLA Week.
- Goodies were provided to celebrate FCCLA Week, including coffee cups, a mascot named Oki, and a magazine called Connection.
- Ms. Phillips shared her personal experience with Oklahoma CareerTech and FCCLA, highlighting how it impacted her life.
- She introduced some state officers who would speak later in the presentation.
- A promotional video about FCCLA was shown.
- Ms. Phillips explained that FCCLA is associated with family consumer sciences classes and is the former Future Homemakers of America.
- Oklahoma achieved its largest FCCLA membership in its 78-year history.
- The organization offers membership to middle-level students, and Oklahoma is one of the only states with postsecondary membership.
- The state officers gave a recap of the year's events, including lead conferences, Take Aim Conference, speaking excellence training, and the Unite Tour.
- An invitation to the State Convention in Tulsa on April 11 was extended.
- Future events include STAR events, district officer training camp, the National Leadership Conference in Seattle and the summer Leadership Summit.
- The organization has started "Say Yes to FCS Education Day" to recruit future family and consumer sciences teachers, which has led to increased enrollment at Oklahoma State University.
- Ms. Ava Jenkins, the vice president of membership, shared her FCCLA journey, highlighting her goal of becoming a state officer and overseeing the membership campaign, which has seen significant growth from roughly 17,300 to more than 20,000 members.
- Ms. Tessa Inman, the vice president of public relations, expressed her gratitude for FCS education and FCCLA, noting how they transformed her into a confident individual. She discussed her goal of affecting others through the state content creator team, which has reached more than 10,000 accounts in the last 30 days.

- Mr. Brandon Weibel, the state president, shared his initial awe at the FCS curriculum, leading him to become deeply involved in FCCLA. He highlighted his journey from a scared chapter officer to a state officer and emphasized his goal of keeping Oklahoma FCCLA connected through initiatives like restarting district officer Zoom calls.

3. MANAGEMENT INFORMATION

3.01 Discussion and Review of Agency Goals – Mr. Brent Haken, State Director of Career and Technology Education

- Mr. Brent Haken mentioned the CareerTech Hall of Fame inductees, including Mr. Randy Gilbert, and reminded everyone about the upcoming banquet on October 3.
- Ms. Gina Hubbard listed the other Hall of Fame inductees: Dr. Tom Friedemann, Ms. Velta Reed-Johnson, Ms. Denise Morris, Dr. Joe Robinson, and Mr. Jack Staats, she also mentioned the banquet date.
- Mr. Haken discussed goals for the legislative session, focusing on educational attainment, career awareness, business and education partnerships, and agency operations. He highlighted enrollment numbers and goals, emphasizing the growth and demand for CareerTech programs.
- He mentioned partnerships with DHS and TANF for adult education and family literacy and the goal of increasing programs and enrollment, especially in underserved areas.
- Mr. Haken also talked about efforts to integrate CareerTech courses into graduation requirements, allowing students to choose valuable pathways and receive credit for CareerTech courses instead of just electives.

4. MANAGEMENT ACTION ITEMS

4.01 Discussion and Possible Action on the Adoption of the Proposed Permanent Rules in Title 780, Chapter 1 of the Oklahoma Administrative Code, as presented, Pursuant to the Oklahoma Administrative Procedures Act, 75 O.S. § 250.1 et seq and 70 O.S. § 14-104 – Ms. Gina Hubbard, Director of Statewide Outreach

- a. **Subchapter 5. Organizational Description**
 - **780:1-5-1. State Board; staffing; Director [AMENDED]**
 - b. **Subchapter 8. Complaints and Grievances [NEW]**
 - **780-1-8-1. Department Complaints and Grievances [NEW]**
 - **780-1-8-2. Technology Center Complaints and Grievances [NEW]**
- Ms. Gina Hubbard presented the rules adoption process, noting that they are nearing completion.

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- She mentioned that rules need to be adopted by chapter and started with Chapter One, which includes amendments to the staffing process and the addition of complaints and grievance processes for the agency and technology centers.
- Ms. Hubbard said adjustments were made based on feedback from technology centers, and the latest version of the rules was included in the packets for review.
- She asked if there were any questions from the board regarding Chapter One or the rules adoption process.

Mr. Edward Hilliary moved to approve the adoption of the proposed permanent rules in title 780, chapter 1 of the Oklahoma administrative code as presented. Mr. Michael Brown seconded the motion. The motion had the following votes:

Mr. Peter Dillingham, yes
Mr. Michael Brown, yes
Ms. Kendra Wesson, yes
Mr. Randy Gilbert, yes
Ms. Shaelynn Haning, yes
Mr. Edward Hilliary, yes
Mr. Rob Seeman, yes
Superintendent Walters, yes

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

4.02 Discussion and possible action on the adoption of the proposed permanent rules in Title 780, Chapter 10 of the Oklahoma Administrative Code, as presented, pursuant to the Oklahoma Administrative Procedures Act, 75 O.S. § 250.1 et seq and 70 O.S. § 14-104 – Ms. Gina Hubbard, Director of Statewide Outreach
a. Subchapter 3. State Technical Assistance, Supervision, and Services
- 780:10-3-3. Instructional materials development and dissemination [AMENDED]

- Ms. Gina Hubbard addressed Chapter 10, highlighting updates to language in the instructional materials development and dissemination section.

Mr. Edward Hilliary moved to approve the proposed permanent rules in title 780, chapter 10 of the Oklahoma administrative code, as presented. Mr. Randy Gilbert seconded the motion. The motion had the following votes:

Mr. Rob Seeman, yes
Mr. Edward Hilliary, yes
Ms. Shaelynn Haning, yes
Mr. Randy Gilbert, yes

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Ms. Kendra Wesson, yes
Mr. Michael Brown, yes
Mr. Peter Dillingham, yes
Superintendent Walters, yes

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

4.03 Discussion and possible action on the adoption of the proposed permanent rules in Title 780, Chapter 15 of the Oklahoma Administrative Code, as presented, pursuant to the Oklahoma Administrative Procedures Act, 75 O.S. § 250.1 et seq and 70 O.S. § 14-103.2, 14-108 – Ms. Gina Hubbard, Director of Statewide Outreach

a. Subchapter 3. Technology Centers Education

- **780:15-3-2. Establishment/Sustainment of a technology center district; sites and buildings [AMENDED]**
 - **780:15-3-5. Changes in districts' status [AMENDED]**
 - **780:15-3-6. Technology center students [AMENDED]**
- Ms. Gina Hubbard discussed Chapter 15, which includes changes in district status to align with state statute and provided program definitions for technology centers.
 - She emphasized the importance of the changes in program definitions, highlighting that schools can now offer course offerings that can count as a program if they are able to stack those courses together in sequence. This change allows for more flexibility in students' schedules and opportunities.

Mr. Michael Brown moved to approve the adoption of the proposed permanent rules in title 780, chapter 15 of the Oklahoma administrative code as presented. Mr. Edward Hilliary seconded the motion. The motion had the following votes:

Mr. Peter Dillingham, yes
Mr. Michael Brown, yes
Ms. Kendra Wesson, yes
Mr. Randy Gilbert, yes
Ms. Shaclynn Haning, yes
Mr. Edward Hilliary, yes
Mr. Rob Seeman, yes
Superintendent Walters, yes

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

4.04 Discussion and possible action on the adoption of the proposed permanent rules in Title 780, Chapter 20 of the Oklahoma Administrative Code, as presented, pursuant to the Oklahoma Administrative Procedures Act, 75 O.S. § 250.1 et seq and 70 O.S. § 14-103.2 – Ms. Gina Hubbard, Director of Statewide Outreach

a. Subchapter 3. Secondary, Full-Time and Short-Term Adult Career Tech Programs

- **780:20-3-2. Programs: admissions, operations, enrollment, and length [AMENDED]**
- **790:20-3-4. Instructors [AMENDED]**

- Ms. Gina Hubbard discussed how Chapter 20 has been updated with language changes regarding programs, admissions, operations, enrollment, and length.
- The update also included an outline for adjunct instructors in tech center programs or tech programs.

Mr. Peter Dillingham moved to approve the adoption of the proposed permanent rules in title 780, chapter 20 of the Oklahoma administrative code, as presented. Mr. Randy Gilbert seconded the motion. The motion had the following votes:

Mr. Rob Seeman, yes
Mr. Edward Hilliary, yes
Ms. Shaelynn Haning, yes
Mr. Randy Gilbert, yes
Ms. Kendra Wesson, yes
Mr. Michael Brown, yes
Mr. Peter Dillingham, yes
Superintendent Walters, yes

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

4.05 Discussion and possible action on the adoption of the proposed permanent rules in Title 780, Chapter 35 of the Oklahoma Administrative Code, as presented, pursuant to the Oklahoma Administrative Procedures Act, 75 O.S. § 250.1 et seq and 70 O.S. § 14-131 – Ms. Gina Hubbard, Director of Statewide Outreach

- **780:35-1-2. Adult Education and Family Literacy [AMENDED]**

- Ms. Gina Hubbard mentioned Chapter 35, which focused on adult education and family literacy.
- The language in this chapter was revised to align with the grant requirements for these programs.

Mr. Edward Hilliary moved to approve the adoption of the proposed permanent rules in title 780, chapter 1 of the Oklahoma administrative code as presented. Mr. Michael Brown seconded the motion. The motion had the following votes:

Mr. Peter Dillingham, yes
Mr. Michael Brown, yes
Ms. Kendra Wesson, yes
Mr. Randy Gilbert, yes
Ms. Shaelynn Haning, yes
Mr. Edward Hilliary, yes
Mr. Rob Seeman, yes
Superintendent Walters, yes

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

4.06 Discussion and Possible Action on Full Postsecondary Accreditation for Northeast Technology Center School District No. 11 – Dr. Justin Lockwood, Chief of Staff

- Dr. Justin Lockwood reported on the accreditation review of Northeast Technology Center in Pryor, Oklahoma, including its Afton, Claremore, and Kansas campuses.
- The review was conducted October 24-26, 2023, with a team of 33 examiners and ODCTE staff, including 23 examiners from technology centers.
- Examiners interviewed 21 stakeholders in various settings, including individual and small group settings.
- The review evaluated all aspects of the technology center's operations using quality standards approved by the board, addressing leadership, administration, instruction, training, support services, measurement, analysis, personnel, operations, and system impact.
- The accreditation staff conducted technical visits for financial aid and safety before the visit to help staff prepare.
- Examiners reviewed the application; interviewed administrators, staff, students and stakeholders; observed program areas; and found no areas of noncompliance.
- If approved, the technology center will have 90 days to submit an action plan addressing one improvement opportunity for each of the six quality standards. Agency staff will monitor progress and provide technical assistance as needed.
- The recommendation is for the board to grant full accreditation status to Northeast Technology Center.

Mr. Michael Brown moved to approve full postsecondary accreditation for Northeast Technology Center. Ms. Shaelynn Haning seconded the motion. The motion had the following votes:

Mr. Rob Seeman, yes
Mr. Edward Hilliary, yes
Ms. Shaelynn Haning, yes
Mr. Randy Gilbert, yes
Ms. Kendra Wesson, yes
Mr. Michael Brown, yes
Mr. Peter Dillingham, yes
Superintendent Walters, yes

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

4.07 Discussion and Possible Action for Letter Supporting Schools Review of Tuition in Full-Time Programs, Mr. Brent Haken, State Director of Career and Technology Education

- Mr. Brent Haken discussed the need to review and potentially adjust tuition rates for postsecondary students, highlighting that some rates have not been adjusted for a long time.
- He emphasized the importance of local schools reviewing their tuition rates and stated that the goal is to support schools in evaluating whether their current tuition is appropriate.
- The letter encourages schools to consider the full cost of programs and the value of education, suggesting that some tuition rates may be too low.
- Mr. Haken mentioned the availability of financial aid options, such as federal aid and Oklahoma's Promise, and the need to ensure that tuition rates align with the value of education.
- The goal is to maintain affordable postsecondary education while also ensuring that schools have the resources to offer a variety of programs and opportunities.
- The letter does not require schools to make immediate changes but instead encourages them to review their tuition rates and consider adjustments if necessary.
- Mr. Haken highlighted the importance of offering competitive tuition rates that reflect the value of education and mentioned that some schools may be hesitant to increase tuition rates without support.
- The letter aims to provide support and resources to schools as they review their tuition rates and consider adjustments.

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- Schools are encouraged to prioritize educational opportunities and the value of career and technical education in their decision-making regarding tuition rates.
- The goal is to increase enrollment and access to education while also ensuring that schools have the resources needed to offer quality programs.
- Mr. Haken emphasized the importance of studying the issue and understanding the potential impact of tuition rate adjustments before making any changes.
- The letter does not mandate specific changes but instead encourages schools to consider the best practices and resources available to them.
- The board recommended approving the letter to encourage schools to review their tuition rates and consider adjustments if necessary.

Mr. Michael Brown moved to approve the Letter Supporting Schools Review of Tuition in Full-Time Programs. Mr. Edward Hilliary seconded the motion. The motion had the following votes:

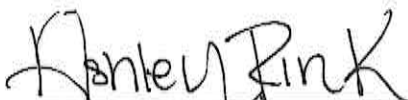
Mr. Rob Seeman, yes
Mr. Edward Hilliary, yes
Ms. Shaclynn Haning, yes
Mr. Randy Gilbert, yes
Ms. Kendra Wesson, yes
Mr. Michael Brown, yes
Mr. Peter Dillingham, yes
Superintendent Walters, yes

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

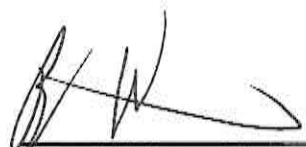
ADJOURNMENT

There being no further business, the meeting was adjourned at 10:18 a.m.

The next regular meeting of the State Board of Career and Technology Education will be held on Thursday, March 28, 2024, at 9:00 a.m. The meeting will convene at the Oliver Hodge Education Building, Oklahoma City, Oklahoma.



Ashley Rink, Executive Assistant
to the Career/Tech State Director and
Secretary of the Career/Tech Board



Ryan Walters, Chair of the Board-

