

**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 19, 2016

The State Board of Career and Technology Education began its regular session at 9:00 a.m., Thursday, May 19, 2016 at the Hodge Education Building, 2500 North Lincoln Boulevard, Oklahoma City, Oklahoma. The final Agenda was posted at 8:30 a.m., Wednesday, May 18, 2016, in accordance with 25 O.S. 2011, § 311(9).

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

Mrs. Joy Hofmeister, State Superintendent of Public Instruction and
Chair of the Board
Dr. Marcie Mack, State Director, ex-officio nonvoting member
MG (R) Lee Baxter, Lawton
Mr. Tim Burg, Shawnee
Mrs. Marilyn Harrel, Weatherford
Mr. Philip Kennedy, Lawton
Mr. David Stewart, Afton

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

Mr. Robert J. Ross, Oklahoma City
Ms. Janet Smith, Tulsa
Mr. Randy Gilbert, Tecumseh

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

See Attachment A.

CALL TO ORDER

Supt. Hofmeister called the meeting to order at 9:00 a.m. Mrs. Rhonda Foote called the roll and ascertained there was a quorum.

PLEDGE OF ALLEGIANCE, OKLAHOMA FLAG SALUTE, AND MOMENT OF SILENCE

Supt. Hofmeister led Board members and all present in the Pledge of Allegiance to the American flag, a salute to the Oklahoma flag, and a moment of silence.

OPENING COMMENTS

Supt. Hofmeister said it is an exciting time of year as things are winding down in the legislature and we are waiting for updates from the legislative session. It is great to focus on kids, students and education. She then introduced Dr. Mack for her comments.

DIRECTOR'S COMMENTS

Dr. Marcie Mack greeted Superintendent Hofmeister and the Board. She said a new board member has been appointed and approved by the Senate to replace Mr. Will Williams, whose term expired. Ms. Janet Smith is manager of economic development for Public Service of Oklahoma in Tulsa. An updated contact list is included in your packet.

Dr. Mack introduced Mr. Jeff Casto, Human Resources Manager. Mr. Casto started at the Agency in February.

Dr. Mack said March and April are CareerTech Student Organization months. There are more than 1,200 students in Oklahoma who will qualify to go to their national competitions. A list will be provided to you of those who qualify from each of the seven student organizations. There are two individuals who will be running for national office in student organizations. Dustin Deavers, Student Organization advisor and Agency employee, was awarded a national service award and will be running for a national office to serve on the Board of Trustees for the Business Professionals of America (BPA).

Dr. Mack gave an update from an FFA service project presentation that was given at the February 2016 State Board meeting. The State FFA president, Drake Boyce, outlined their campaign for donating animals to produce beef sticks, which would provide meals for the Oklahoma Regional Food Bank. That campaign produced 768,000 beef sticks, which will potentially provide 48,686 meals to help feed the hungry, and make a significant impact in Oklahoma. Many partners helped with this campaign including multiple agriculture education chapters, Oklahoma Beef Council and Oklahoma Farm Bureau.

Dr. Mack said a partnership in progress is the New Skills for Youth Grant that Oklahoma was awarded. It's a partnership with the Oklahoma State Regents for Higher Education, Oklahoma CareerTech, Oklahoma State Department of Education and several business partners. We were awarded the first section of \$100,000. We have some work to do for six months, and then we will apply for the second round. The grant gives us the opportunity to tell how we help students in career pathways and into the workforce. Since we were chosen, Dr. Mack attended a conference where she spoke on a panel highlighting the great things we are doing in Oklahoma. Superintendent Hofmeister said this is a seventy-five million dollar grant from J.P. Morgan Chase and we were one of approximately 45 states that applied. Twenty five states were awarded

the first round of grants, and ten will be awarded the remainder of the grant over the next three years.

1.05 MINUTES OF THE MARCH 24, 2016 REGULAR MEETING

Mr. Burg moved to approve the minutes of the March 24, 2016 regular meeting. Mr. Kennedy seconded the motion. The motion carried with the following votes: Mr. Kennedy, yes; Mr. Burg, yes; Mr. Stewart, yes; General Baxter, yes; Ms. Harrel, yes and Supt. Hofmeister, yes. A copy is on file at the Oklahoma Department of Career and Technology Education.

RECOGNITIONS AND PRESENTATIONS

2.01 PRESENTATION FROM GORDON COOPER TECHNOLOGY CENTER PRE-ENGINEERING AND FIRST ROBOTICS STUDENTS

Superintendent Hofmeister welcomed guests from Gordon Cooper Technology Center to talk about the Pre-Engineering and First Robotics program. Kristi Stricklin, Pre-Engineering Instructor, said they have had a First Robotics team for nine years, but were honored this year at the Oklahoma Regional to win their first Chairman's Award. Mrs. Strickland said the Chairman's Award is given based on their activities as much as their robot. They do a lot of outreach through their academy. Gordon Cooper is the first technology center to win this award and they will be recognized on the Oklahoma Horizon show. The team went to Nationals in St. Louis and won a safety award.

Katelyn Cejka and Brady Barlow, students at Gordon Cooper Technology Center, told their stories and shared their passion for participating on robotics teams. Both students plan to continue to participate until they graduate from high school.

Mr. Roger Farris, Director of Instruction at Gordon Cooper Technology Center, reported there are approximately 45 FIRST Robotic Competition (FRC) teams in Oklahoma and ten of those are from technology centers. He asked the Board to encourage the other centers to get involved. A pre-engineering program at the school is not a requirement to have a First Robotics team. He invited the Board to see a replay of this year's game in the Convention Center where the exhibits are displayed during the CareerTech Summer Conference.

MANAGEMENT INFORMATION

3.01 LEGISLATIVE UPDATE

Mr. Scott Smith, Government and Economic Development Partnerships Manager, presented a list of the bills that the ODCTE is still monitoring at the end of the session. Mr. Smith asked if there were any questions about any of the bills listed. Mr. Smith said the bills being watched closely are those that affect the budget. Most of the bills this year that could have done damage have been corrected with the help of Skye McNiel, executive director at OkACTE, and others at the capital.

3.02 BUDGET UPDATE

Mr. Jim Aulgur, Chief Financial Officer, presented an update on historical, current, and projected appropriations reductions and their effects on our budget. Mr. Aulgur gave a little background on the funds that the agency operates and the percentage in which those funds

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originate. He presented figures on what the reductions would look like at 10%, 15% and 19%. He said for some of the larger funded agencies it wouldn't be as impactful, but we have a \$119 million budget, and a \$22 million cut is very significant. General Baxter asked what we do if we have a \$22 million cut. Mr. Aulgur said the agency wouldn't be able to absorb all of it. It would be a pass-through situation where the students would take the hit at the schools. General Baxter asked if we have thought through incrementally how we would do that. Dr. Mack said that they have had that conversation with the technology center superintendents and discussed what the percentages would be and what programs would be impacted. She said we have had the same conversation with our comprehensive schools that we provide program assistance, and what it would look like in those program areas. We also calculated what it would look like for the Agency at each percentage level.

General Baxter asked if a technology center may have to look at closing one of their satellite facilities. Dr. Mack said that was in the specific conversation so the superintendents could see if that was going to have to be an impact for them. The average state funds that technology centers receive are approximately 20% of their revenues, but some of the rural centers receive closer to 60% of their funds from the State. The rural schools especially are closing programs, looking at combining resources, looking at other grant opportunities, and exploring partnering.

General Baxter asked if we received a 15% cut, would that pass through to every technology center. Dr. Mack explained that the methodology used in the first cut that we received in July 2015 would be used again in further reductions. She said the factors of local funds vs. state funds vs. federal funds is considered in the methodology.

Mr. Stewart asked if the reductions would be taken in a specific area at the tech centers or if they get to decide where to take the cut? Dr. Mack explained that we are required by law to pay flex benefits and that is included in the operational piece of allocations. We do not receive that in any other allocation. The operational dollars we send to them can be used for programs. There are some items approved on the budget specified for customized training and dropout recovery. Those will take a percentage cut and it will be specific to those areas. We walked through these line items with the superintendents so they are aware of what the impact will be.

Superintendent Hofmeister said common education has requirements for their local boards, and that this scenario is very similar, to pass their budgets based on their best guess of how it will play out. Dr. Mack said that the local technology center board follows the same requirements to meet their estimate of needs and proposals the same as common education because they are classified as a public school.

Jim Aulgur said we will give the schools a tentative number to work their budget and plan around. Once the Board has approved our budget we will give them official award notification.

Dr. Mack noted that as our state allocation reduces, that is direct impact to our ability to obtain federal funds as well because we have that match. We have a Maintenance of Effort agreement that states we have this much from the state invested; therefore, we qualify to receive this much in federal. We will not have the ability to sustain our maintenance of effort on the federal level when we start getting into the larger cuts. We also have Adult Basic Education and Carl Perkins at Career Tech. With those programs we are very close on the maintenance of effort and we are watching this very closely.

Jim Aulgur showed a visual projection of what a larger cut could look like to the state. Mr. Stewart asked at what point does it change how career tech delivers its programs at the rural

level. Is there a point we look at the connectivity and the way we deliver? Dr. Mack replied we have schools that are doing that exact thing now with the secondary as well as the distance education. The distance education approval also opened the door for adult learners through an accredited program. Schools are looking at ways to connect remotely and provide the educational opportunities without the cost of transportation.

3.03 OVERVIEW OF GOVDELIVERY

Mrs. Paula Bowles, Chief Communications Officer, said she is very excited that the department is able to participate at no charge in GovDelivery through a statewide contract obtained by the Office of Management Enterprise Services (OMES). It is a web-based program for government entities to use, supported by the GovDelivery staff. Mrs. Bowles said the system allows ODCTE to send mass emails, newsletters and to use templates that are provided. It is mobile responsive, has great analytics and we can integrate it with social media. She said PageWatch is a feature we are learning about. It allows individuals to receive updates on topics they select. There are currently 39 Oklahoma entities using GovDelivery and it is available to city, state and government entities across the country. In Oklahoma there are 1.2 million and those subscribers have subscribed to nearly 2.9 million topics. The CareerTech website has an overlay for individuals to subscribe to various topics of information. Dr. Mack began sending her weekly update through GovDelivery on April 25, 2016. We are excited about the potential. We have an opportunity to network with other state agencies to share information.

3.04 FIRST READ OF PROPOSED 2017 CAREERTECH MEETING CALENDAR

Dr. Marcie Mack presented the proposed meeting dates and times for calendar year 2017. General Baxter requested that we have a recommendation to meet at a technology center. Dr. Mack said that we have several technology centers and even comprehensive schools that would be happy to host. General Baxter said he would like to see a meeting at Stillwater every year. Dr. Mack will bring recommendations in June.

3.05 CT FOR VETS UPDATE

Mrs. Kimberly Sadler gave an historical overview of the Veterans initiative. She said in 2012 the State was suffering from almost 6% unemployment rates with our military citizens. The governor asked that the Oklahoma Department of CareerTech, the Oklahoma Employment Security Commission and the Department of Commerce at that time, and now Workforce Development, and the National Guard work together to address the unemployment issue. Since that time we have adopted several activities and hiring events that are held all across the state. Since 2012, we have had ten hiring events and reached over 2,100 job seekers. The most recent hiring event was held at Kiamichi Technology Center in Durant with very good response for that area. Mrs. Sadler showed a power point of unemployment trends in Oklahoma that included veterans. The unemployment rate has dropped from nearly 6% to 3.2% since 2012. General Baxter inquired as to the number of veterans hired as a result of the last hiring event. Mrs. Sadler said they will gather that information when it is available and share it with the Board.

MANAGEMENT ACTION ITEMS

**4.01 DISCUSSION AND VOTE ON FY16 LOTTERY SCHOLARSHIPS
AND FY17 GRANT AWARDS**

Mrs. Becki Foster presented a list of technology centers, comprehensive schools and scholarship recipients for Board action. Mrs. Harrel asked what basis is used for awarding the grants. Mrs. Foster said the categories are innovation, software, hardware, teacher training, professional development and equipment. She said there is a request for proposal requirement and the grant applications are submitted online. The applications then go through a review process with a selected committee. She said there were twenty-one applications this year and we are asking to award fifteen recipients.

Superintendent Hoffmeister asked if the lottery dollars can be used to sustain something that you deem as more vital during this economic downturn. Dr. Mack said in our rule the lottery monies are designated for teacher or administrator scholarships, or specific to the classrooms. It is not to be used for any agency operations or in any manner that would be classified as some planning along that line. It is specific for additional one-time monies for innovation resources that schools may not be able to afford locally.

Mrs. Foster asked to be noted in the minutes of one correction on the comprehensive school handout: Wright City should be \$24,914.64.

Mr. Burg moved to approve the FY16 Lottery Scholarships and the FY17 Grant Awards. Mr. Stewart seconded the motion. The motion carried with the following votes: Mr. Kennedy, yes; Mr. Burg, yes; Mr. Stewart, yes; General Baxter, yes; Ms. Harrel, yes and Supt. Hofmeister, yes.

**4.02 DISCUSSION AND VOTE ON
FULL POSTSECONDARY ACCREDITATION**

Dr. Mack presented the final eight technology centers who volunteered to use the pilot accreditation started in 2014. She explained that they utilized the pilot tool that we had at that time. That tool was modified with the standards that the Board approved in October 2015. Dr. Mack said outside individuals performed the evaluation and Dawn Lindsley, accreditation coordinator, compiled the information. Those recommendations then come before the Board.

General Baxter asked if we prefer the Baldrige tool over the previous model. Dr. Mack said the combination of what we were doing previously, with some of the aspects we learned from the Baldrige, created the hybrid, which is better. General Baxter asked what we learned from Baldrige. Dr. Mack said Baldrige gave a different perspective of what a measurable will be. It helped us to look at it with a different lens. She said we were able to utilize some of the aspects, questions, and the rubrics from Baldrige and were able to improve that tool moving forward.

General Baxter expressed concerns that we accredit all schools without any bad ratings and wondered if possibly we need to raise our minimum standards. Dr. Mack explained that we do uncover areas for improvement during evaluations. Those schools put a plan of action into place and correct the areas of recommendation. If there were any areas that we uncovered that would take a school out of compliance with any of our accreditation pieces or standards, we

absolutely would identify those and bring before the Board. The Board has the ability to only accredit on a yearly basis, if needed, and give them an opportunity to correct. Dr. Mack reiterated that because of our structure, we are able to work with the teachers and schools on a regular basis; therefore, as issues come up, we are able to help them through it.

General Baxter expressed concern that there is not a rating score with technology centers similar to the A-F grading of comprehensive schools. Dr. Mack explained that accreditation is only one piece of measurable the Board reviews. She said we publish technology center profiles each year on our website that outlines the other mechanisms we have in place for quality improvement. The profiles outline where the technology centers perform in areas such as placement and sending rates from sending schools. Dr. Mack volunteered to send the profile link to the Board.

Mr. Burg moved to approve full postsecondary accreditation for Chisholm Trail Technology Center, Omega; Eastern Oklahoma County Technology Center, Choctaw; High Plains Technology Center, Woodward; Metro Technology Center, Oklahoma City; Moore Norman Technology Center, Norman and South Penn Campuses; Pioneer Technology Center, Ponca City; Red River Technology Center, Duncan and Southwest Technology Center, Altus. The motion was seconded by Mrs. Harrel. The motion carried with the following votes: Mrs. Harrel, yes; General Baxter, yes; Mr. Stewart, yes; Mr. Burg, yes; Mr. Kennedy, yes; Superintendent Hofmeister, yes.

NEW BUSINESS

Supt. Hofmeister asked for any new business. Any matters which could not have been reasonably foreseen prior to the time of posting. There was no new business.

ANNOUNCEMENTS

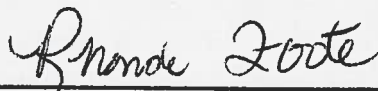
There were no announcements.

ADJOURNMENT

There being no further business, Supt. Hofmeister adjourned the meeting at 11:12 a.m.

The next regular meeting of the State Board of Career and Technology Education will be held on Thursday, June 16, 2016 at 9:00 a.m. The meeting will convene at the Oliver Hodge Education Building, Oklahoma City, Oklahoma.


Joy Hofmeister, Chair of the Board



In the absence of the CT Board Secretary:
Rhonda Foote, Administrative Assistant

**OKLAHOMA STATE BOARD OF
CAREER and TECHNOLOGY EDUCATION
REGULAR MEETING - May 19, 2016
SIGN-IN SHEET**

Attachment A

(Please Print) Name	Business-School-Agency	Address
Marcus Mack	ODCTE	Stillwater
Donna M. Lindberg	ODCTE	Stillwater
JEFF CASTO	ODCTE	STILLWATER
Ronda Simpson	Chisholm Trail Tech Ctr	Omega
Patricia Dornith	Pioneer Tech	Norman City
John Culpin	ODCTE	Stillwater
Mike Edson	Pioneer Tech	Norman City
Trevi Harper	Pioneer Tech	Norman City
Karla Marshall	Moore Norman Tech	Norman
Gayla Brown	" "	Norman
Jeanette Capshaw	" "	Norman
Jane Boyer	" "	Norman
Paula Bowles	ODCTE	Stillwater
David Stewart	OWFA	-
Scott Smith	ODCTE	OKC
Aristi Stricklin	GCTC	Shawnee
Kate Ceja	GCTC	Shawnee
Blady Barlow	GCTC	Shawnee
Glen D. Hammonds	Asst. Atty. Gen. (Stillwater
Kimberly [unclear]	ODCTE	
Becky [unclear]	ODCTE	