

***STATE BOARD FOR CAREER AND TECHNICAL EDUCATION*****Minutes of Meeting****June 18, 2008**

Members of the State Board for Career and Technical Education met at 10:00 a.m. on Wednesday, June 18, 2008, in the Meadowlark Room, Memorial Union, NDSU Campus, Fargo. The meeting was called to order by Mr. Darrel Remington, Chair. The following members were present:

Mr. Brian Duchscherer, Member  
Mr. Robert Geske, Member  
Dr. Wayne Sanstead, Member  
Ms. Susan Stibbe, Member  
Ms. Rita Wilhelmi, Member

Wayne Kutzer, Dwight Crabtree, Debra Huber, and Kathy Holle were also present.

**CONSIDERATION OF MAY 19, 2008 MINUTES** – Mr. Geske moved and Ms. Wilhelmi seconded to approve the minutes of the May 19, 2008 meeting as presented. The motion passed unanimously.

**FINANCIAL REPORT** – Mr. Kutzer distributed and reviewed the Administrative Budget and Expenditures Report and Appropriation Status Report for month ended May, 2008, reporting that the budget expenditures are in line with the time expended.

Following a brief discussion, Mr. Duchscherer moved and Dr. Sanstead seconded to approve the financial reports as presented. The motion passed unanimously.

**DIRECTOR'S REPORT** – Mr. Kutzer reported that the final State Audit Report has not been received; however, the State Auditors Office did report that every state agency will have a significant deficiency in the report because there is a new requirement that all state agencies must complete a Fraud Risk Assessment. No guidelines have been set to complete the

assessment; however, once the guidelines have been written, the agency will complete the requirement. There was also one informal recommendation for a coding error. Otherwise, the audit report was very good.

Mr. Kutzer then reported on the Education Commission, reporting that the consultant's report should be completed by the end of July. Mr. Kutzer then reviewed the ND Achieve document, reporting that the concept would be that one diploma would be offered but a seal would be placed on the diploma for those students achieving more credits.

Mr. Kutzer reported that there seems to be flexibility with it however, a lot more discussion needs to be held to resolve issues that schools and school boards may have, including that some small schools may have problems providing the CTE programs unless more dollars become available for them.

Discussion on the concerns of the ND Achieve proposal was held and that parents input should also be included.

Discussion was also held as to whether this will be brought to the next legislative session and in what context.

Mr. Kutzer asked for any feedback from the board for him to take back to the Education Commission. The next commission meeting is July 7 in Devils Lake.

Following discussion, the board thanked Mr. Kutzer for his report.

**PROPOSED 2009-2011 STATE BIENNIUM FUNDING** – Mr. Kutzer distributed and explained the proposed priority budget which consist of seven items: (1) cost to continue newly established virtual area centers - \$1,000,000; (2) increase funding to CTE programs statewide - \$3,000,000; (3) staff equity salary increase - \$100,000; (4) career planning/development - \$1.6 million; (5) adult farm management - \$250,000; (6) workforce training system - \$305,000; and, (7) two new virtual area centers - \$1.2 million.

Questions and clarifications on each item were discussed.

Ms. Kathy Holle then provided information on the Career Resource Network and coordinators and asked for any comments and suggestions to improve the process.

Following discussion, Ms. Stibbe moved and Ms. Wilhelmi seconded to approve the 2009-2011 state biennium funding as recommended by Mr. Kutzer. The roll call vote was as follows:

Mr. Geske – aye  
 Ms. Stibbe – aye  
 Mr. Duchscherer – aye  
 Ms. Wilhelmi – aye  
 Dr. Sanstead – aye  
 Mr. Remington – aye

The motion passed unanimously.

**AUTHORIZATION TO OPERATE PRIVATE POSTSECONDARY EDUCATIONAL INSTITUTIONS – Annual Renewal Requests** - Ms. Huber reported that eight schools are seeking renewal of regular status and are all fully accredited and in compliance with requirements.

Following discussion, Ms. Huber recommended approval of all renewal requests, for the period of July 1, 2008 through June 30, 2009. Dr. Sanstead moved and Ms. Stibbe seconded to approve the eight renewal requests as recommended by Ms. Huber. The roll call vote was as follows:

Mr. Geske – aye  
 Ms. Stibbe - aye  
 Mr. Duchscherer – aye  
 Ms. Wilhelmi – aye  
 Dr. Sanstead – aye  
 Mr. Remington - aye

The motion passed unanimously.

**PROFESSIONAL DEVELOPMENT CONFERENCE** – Mr. Kutzer provided an overview of the conference and invited the board members to attend.

**ACTE CONVENTION – Charlotte, NC** – Mr. Kutzer reported that the ACTE Convention will be held December 4-6 in Charlotte, North Carolina. Any board member who would like to attend the convention should contact Mr. Kutzer.

**FUTURE MEETINGS** - There will be no July or August meeting.

The Professional Development Conference will be held August 4-6 in Bismarck. All board members are invited to attend the conference.

The September CTE board meeting is scheduled for Monday, September 22, in Bismarck.

The Joint Boards meeting will be held on Tuesday, September 23, in Bismarck.

The October CTE board meeting is scheduled for Monday, October 20, in Bismarck.

The November CTE board meeting is scheduled for Monday, November 17, in Bismarck.

The meeting adjourned at 11:15 a.m.

Respectfully submitted,

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Mr. Darrel Remington  
Chairperson