

**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**

**August 15, 2024**

The State Board of Career and Technology Education began its regular meeting at 9:04 a.m. Thursday, August 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 8:47 a.m. on August 14, 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. Brent Haken, state director, ex-officio nonvoting member
- Mr. Michael Brown, Lawton
- Mr. Randy Gilbert, Tecumseh
- Ms. Shaelynn Haning, Tulsa
- Mr. Edward Hilliary, Elgin
- Ms. Kendra Wesson, Norman
- Mr. Zachary Archer, Hammon

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

- Mr. Ryan Walters, state superintendent of public instruction and chair of the board
- Mr. Peter Dillingham, Enid
- Mr. Rob Seeman, Morris

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

**1.01 CALL TO ORDER, ROLL CALL**

Mr. Brent Haken called the meeting to order at 9:04 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**

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Led by Mr. Brent Haken.

**1.03 DIRECTOR'S COMMENTS –MR. BRENT HAKEN, STATE DIRECTOR**

**September Board Meeting**

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- 1,497 clicks/posts.
- 22,000 people engaged over the event days.
- **Out-of-State Visitors:**
  - Hosted national ACTE assistant director and director.
  - Three states attended to observe Oklahoma's approach.
- **Collaboration with Professional Organizations:**
  - Strong partnership between the agency and professional organization for conference development.

**Conference Planning and Core Team**

- Planning for next year's Summit will begin in a few months.
- Core team members: Gina Hubbard and Andrea Hancock (ODCTE) and Dezsa Carter, and Lorri Carlile (OkACTE).

**Awards and Recognition**

- **Awards Banquet:**
  - Keynote speaker: Rep. Kyle Hilbert, discussed legislative support for the CareerTech system.
  - Distinguished Service Award recipients: Rep. Rhonda Baker and Sen. Adam Pugh.
- **Outstanding Professionals:**
  - Honored Angela Young, Lois McCullough, Amy Watkins, Alex Jurado, Kelly Holder and Jessica Dill.
- **Special Awards:**
  - Kaleidoscope Award: Promoting Endless Possibilities for All Students, Maria Palma, Autry Tech.
  - Communications and Marketing Award: Jessie Phillips, Kiamichi Tech.
- **Gold Star School Award:**
  - 21 districts recognized for exemplary programs meeting workforce and community needs.
- **General Session:**
  - Brent Casey, OkACTE past president, opened the session.

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- Brian Ruttman, superintendent at Moore Norman Technology Center, sang the national anthem.
- Robert Johnson, Teacher of the Year and incoming OkACTE president.
- **Express Personnel Services Partnership:**
  - \$27,500 in cash prizes awarded to outstanding system members.
- **Specific Award Winners:**
  - Support Staff Member of the Year: Karen Nail from Autry Technology Center (\$5,000).
  - Advocate of Excellence Award: Kent Burris at Central Technology Center.
  - Teacher of the Year: Eva Woolman from Northeast Technology Center (\$5,000).
  - Postsecondary Professional of the Year: Kebi Allen from Tri County Technology Center (\$7,500).
  - New Teacher of the Year: Robert Johnson from Moore Norman Technology Center (\$10,000).
  - Administrator of the Year: Lara Morris, manager of Health Sciences Education Division.
  - Counseling and Career Development Professional of the Year: Valerie Fink from Great Plains Technology Center.
  - Carl Perkins Community Service Award: Heather Monks from Ponca City High School.
  - Teacher Educator of the Year: Dr. Fiona McAlister from Southern Technology Center.
  - PK-12 Excellence Award: Edmond Public Schools (increased from 87 to 97 CTE programs in two years, serving over 700 CTE students).
  - Arch Alexander Award: Terri Helvey at Moore Norman Technology Center, recognized for progressive leadership in CTE.
  - Lifetime Achievement Award: Dr. Angela Durant-Tyson, honored for her innovative contributions to CTE.
  - Francis Tuttle Award: Dwight Hughes from Autry Technology Center, recognized for promoting and supporting CTE at state and national levels. This is our highest award.
- **Keynote Speaker:**

- Michael Bonner, a teacher at Ron Clark Academy, highlighted the importance of continuous education for teachers.

### **Conclusion**

- Ms. Hubbard concluded by reflecting on the significance of ongoing learning and networking in CTE, encapsulated by the quote from Michael Bonner, "The best teachers are those that continue to be educated."

## **3. MANAGEMENT INFORMATION**

### **3.01 Discussion on the First Reading of the FY25 Strategic-Plan – Ms. Gina Hubbard, director of statewide outreach; Max McKnight, director of workforce and economic development and Jessica Ventris, director of academic affairs**

#### **Introduction and Context**

- **Overview:** Initial review of the CareerTech Strategic Plan, with newly received data that is yet to be fully analyzed.
- **Engagement:** Attendees are encouraged to ask questions and engage in discussions.

#### **Overview of the Strategic Plan**

- The plan is a dynamic, evolving document that updates previous goals and sets new objectives for the future.
- **Focus Areas:**
  - **System Growth:** Targeting a 15% increase in enrollments by 2029.
  - **Industry-Endorsed Credentials:** Aiming for a 10% increase by 2029.
  - **CareerTech Student Organization Membership:** Emphasizing growth in participation.

#### **Key Highlights and Achievements**

##### **System Growth:**

- Achieved a 6.5% growth in total system enrollments last year, meeting 98% of the 2027 goal.
- Exploring expansion beyond the projected 600,000 enrollments by 2029.

##### **Industry-Endorsed Credentials:**

- Recent data indicates a 2.75% decrease in credentials awarded, necessitating further analysis.

- Strategy includes aligning credentials with industry needs to promote completion and match local job demands.

#### **CareerTech Student Organizations:**

- Record high of 106,532 members, with an 88.4% growth in involvement last year.
- Target of 11,800, pre members by 2029 in DECA, BPA, FFA, FCCLA, TSA, SkillsUSA, HOSA.

#### **Current Challenges and Considerations**

- **Decline in Industry Credentials:** Investigating whether this is sector-specific or a broader trend.
- **Program Alignment:** Ensuring CareerTech programs meet evolving industry requirements through advisory committees.
- **Enrollment Trends:** Monitoring the correlation between economic conditions and enrollment numbers; developing strategies to adapt to changing demands.

#### **Flexibility and Adaptation**

- CareerTech's ability to respond quickly through its 29 technology center districts and more than 1,400 approved programs.
- Emphasizing flexibility to address employment demands and training needs.

#### **Funding and Program Adjustments**

- The Oklahoma Employment Security Commission is providing \$1 million for rapid response training to adjust programs swiftly in line with workforce needs.

#### **Growth in Comprehensive High School Programs**

- Notable progress in addressing backlogs, with 85.5 new programs approved this year, resulting in a 2.5% enrollment increase in K-12 programs.

#### **Tech Center Program Enrollment Goals**

- Targeting a 25% increase in full-time enrollments to 2,495.
- A 1.1% enrollment increase was achieved this year, supported by one-time funding to address waitlists.

#### **Challenges in Sustaining Growth**

- Balancing growth with maintaining program quality and securing adequate funding and infrastructure.
- Addressing teacher shortages to ensure program integrity while expanding offerings.



### **Upcoming Decisions and Updates**

- **Expansion:** Potential service area expansion with Konawa Public Schools considering joining the Pontotoc Technology Center district.
- **Adult Enrollment Goals:** Aiming to increase full-time adult enrollments by 15% by 2029.

### **Tuition Evaluation**

- Ongoing review of adult tuition rates, which are currently too low to cover program costs. Discussion on adjusting rates to better align with actual expenses.

### **Key Focus Areas in Workforce Training**

- **Industry-Specific Training:** Aim to increase enrollments by 10% to 308,000 by 2029.
- **Adult Career Development:** Targeting a 10% increase to 52,500 by 2029.
- **Training for Industry Program:** Goal to increase enrollments to 7,400 by 2029.
- **Skills Centers Completion Rates:** Aim to raise the completion rate from 44% to 70% by 2029.
- **Adult Education and Family Literacy:** Target a 30% increase in enrollments.
- **Work-Based Learning and Apprenticeships:** Increase businesses served by 10% and internships to 250 over five years.

### **Collaboration and Streamlining Efforts**

- Ongoing partnership with the Department of Commerce and local tech centers to enhance apprenticeship models and growth.

### **Career Awareness and Planning Initiatives**

- **Career Guide Platform:** Free tool for schools to develop individualized career and academic plans; goal to increase users by 10% by 2029.
- **Connect to Business Platform:** Launched to facilitate work-based learning; goal to increase student requests by 40%.

### **Agency Operations and Goals**

- Focus on cost efficiency, sustainable funding, and recruitment to meet workforce needs.
- Enhancing data systems for improved tracking and strategic planning.

### **Recent Accomplishments**

- Enrollment growth, legislative achievements, and increased internal promotions demonstrate progress in strategic goals.

### **Employee Engagement Survey Results**

- Positive outcomes in employee satisfaction and pride; areas for improvement include communication, feedback, and advancement opportunities.

#### **Future Focus Areas**

- Continued strategic planning to address funding, staffing, and operational efficiency.
- Enhancing engagement with businesses and supporting employee development.

### **3.02 Discussion on the FY25 Appropriations Request – Mr. Brent Haken, state director**

#### **General Overview:**

- This discussion is to brainstorm and gather thoughts for the appropriations request for this year.
- Align the budget request with the goals outlined in the strategic plan.
- Focus on making effective changes that can drive system-level improvements.

#### **Committees and Funding Formula:**

- Developing committees with rules and finance to evaluate current funding practices.
- Reviewing the overall funding formula, which hasn't been reviewed in decades, for equitable distribution of funds.

#### **Budget Request Strategy:**

- Plan to start with a higher estimate (\$2 million for FBA) and adjust down based on actual needs.
- Focus on asking for what is genuinely needed rather than overinflating numbers for negotiations.
- Budget request to reflect growth needs and align with strategic goals.

#### **Key Budget Components:**

- **\$40 Million for Program Growth:**
  - Consistent request amount for the last two years to support program expansion.
    - Emphasis on asking for what is needed to make a tangible difference.
- **Technology Centers Formula:**
  - \$36 million estimated, similar to past years.

- Adjustments may be needed based on surveys and changes in business or student interest.
- **Comprehensive Programs:**
  - \$2 million proposed to support quality improvements, staffing needs and equipment upgrades.
  - Review of teacher salary supplements to align with increased salaries.

**Oklahoma Apprenticeships:**

- Request for \$2 million to expand and enhance apprenticeship programs.
- Reimbursement model for hours served in apprenticeships to give schools an incentive to participate.

**Other Budget Items:**

- **12-Month Pay for Teachers:**
  - Review of rates for 12-month contracts to ensure they match the fair market value.
  - Discussion on increasing program cost reimbursements to offset the costs for schools.
- **Skills Centers:**
  - \$500,000 to continue hiring transition coordinators for inmate placements.
- **Expansion of Technology Center Services:**
  - \$500,000 to support new programs in underserved areas, focusing on small rural spaces.

**Challenges and Future Outlook:**

- Continued effort to reduce waitlists while acknowledging that growth may lead to increased demand.
- Need to balance the narrative with the legislature regarding investment in people versus growing government.
- Anticipation of sustained growth and the need to serve more students without diminishing demand.


**ADJOURNMENT**

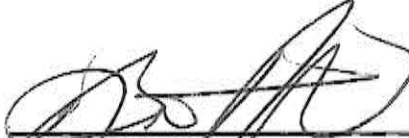
There being no further business, the meeting was adjourned at 10:49 a.m.



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The next regular meeting of the State Board of Career and Technology Education will be held Thursday, September 19, 2024, at 9:00 a.m. The meeting will convene at Green Country Technology Center, Okmulgee, Oklahoma.

  
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Ashley Rink, Executive Assistant  
to the CareerTech State Director and  
Secretary of the CareerTech Board

  
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Ryan Walters, Chair of the Board  
Brent Hahn, State Director,  
Presiding

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