

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

JANUARY 16, 2025

The State Board of Career and Technology Education began its regular meeting at 9:03 a.m. Thursday, January 16, 2025, 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 8:03 a.m. on January 15, 2025, 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. Peter Dillingham, Enid
- Mr. Randy Gilbert, Tecumseh
- Ms. Shaelynn Haning, Tulsa
- Mr. Edward Hilliary, Elgin
- Mr. Rob Seeman, Morris
- Ms. Kendra Wesson, Norman

Members of the State Board of Career and Technology Education who were absent:

- Mr. Zachary Archer, Hammon
- Mr. Ryan Walters, state superintendent of public instruction and chair of the board

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

Specialist

Darick Pham, TSA State President (Mustang High School and attends Canadian Valley Technology Center in the Pre-Engineering Program).

Asbah Talal, TSA State Treasurer (Edmond North High School)

Good morning everyone, it's good to see you all again. I hope you guys all having an amazing morning. I am Darick Pham and I currently serve as the Oklahoma TSA State President and a senior from Mustang High School. Asbah Talal introduced herself, she is a senior at Edmond North High School and serves as Oklahoma TSA State Treasurer.

What is TSA? Our CareerTech Student Organization (CTSO) is dedicated to providing opportunities for students interested in STEM (Science, Technology, Engineering, and Mathematics) and STEAM (which includes the Arts). Similar to other CTSOs, we focus on personal development through leadership programs and career competitions, but our specific emphasis is on the STEM and STEAM fields. We offer students hands-on experiences that help them explore these areas before they enter college, allowing them to make more informed decisions about their career paths. This exploration can save students thousands of dollars if they decide to change majors, and it also equips them with the practical skills that employers in industries like engineering are currently seeking.

One of the key benefits of our programs is the real-world relevance. We break down our career exploration into four broad clusters: STEM, Human Services, Business Management and Administration, and Engineering and Technology. STEM is the most general and includes activities like dragster design, structural engineering, and software development, helping students gain an introductory understanding of these fields. The Human Services and Business Management clusters are more focused, helping students with career preparation, resume building, job interviews, and understanding technical roles in the workplace. Meanwhile, Engineering and Technology dives deeper into specialized areas like biotechnology, robotics, and computer-aided design (CAD).

Each cluster offers hands-on, problem-solving challenges, allowing students to develop practical skills. For example, in the Flight Endurance event, students design a glider to meet specific performance criteria, such as staying airborne for a set amount of time and navigating obstacles. Events like these are technical and require students to apply knowledge to solve real-world problems. Our competitions, which span both middle and high school levels, provide students the opportunity to compete at various stages, helping them gain valuable experience and showcase their skills on a statewide level.

We are currently in the midst of our mini-conference season, which provides students across the state with the opportunity to bring their competition projects to these early events. This allows them to get feedback on their work before the larger regional and state competitions later in the year. These mini conferences are a great way for students to fine-tune their portfolios and tackle technical challenges like flight endurance in a classroom setting, ensuring they are well-prepared for future competitions. It's also a valuable opportunity for students to improve their skills and boost their chances of winning awards at the regional and state levels.

In addition to STEM competitions, TSA offers a wide range of leadership opportunities. Students can compete at regional, state, or national levels and build their TSA resumes. They can become chapter officers at their schools, help promote TSA and fundraise for various initiatives. For those looking to expand their leadership roles, they can run for regional or state office. In Oklahoma, we have dedicated teams for the Western and Eastern regions, and state officers like myself play a major role in planning state conferences and organizing community service events. We also have the opportunity for students to run for national office, as seen with Lizzie Ground, who is currently serving as National TSA Treasurer. Oklahoma has a proud history of producing national officers, including some who have served as the first national presidents of the organization. Every year, about 755 students become state finalists, showcasing their skills and determination in competitive events, which can lead to national-level competition.

Our state officer team set out with a clear vision for the 2024-2025 year: to work together through dedicated leadership to leave a lasting impact on members and officers. This goal is the driving force behind our initiatives. Our program of work focuses on three key areas: social media, community service, and membership. We launched several social media initiatives to engage with members and alumni. For example, Throwback Thursday highlights successful alumni, Member Monday showcases current members and their experiences, and Chapter of the Month celebrates the achievements of chapters across Oklahoma. In terms of community service, we've supported local causes such as homelessness by donating warming kits and volunteering at the regional food bank. We're also fundraising for the American Cancer Society at our state conference. Finally, we're prioritizing membership growth, particularly by better connecting our two major conferences—Fall Leadership and the State Conference. By ensuring that our themes are interconnected and meaningful, we aim to foster reflection and growth for our members as they prepare for future challenges and opportunities.

In November, we held a successful Fall Leadership Conference with a theme inspired by Taylor Swift's "Eras of Excellence" tour, tailored to appeal to students. This theme resonated deeply with them, incorporating the tradition of friendship bracelets, and it resulted in a substantial increase in attendance and engagement. While the exact numbers aren't available, the growth was significant compared to the previous year. We also saw more students participating in workshops and reporting back that they felt the event was engaging and enjoyable. They were able to apply what they learned during the conference to their activities back at school. A key part of our focus this year has been highlighting alumni success stories, showcasing how TSA can provide a foundation for students' growth and inspire others to join the program.

Looking at membership numbers, the growth has been impressive. In 2023-2024, we had 24,761 members, with 109 high school chapters and 147 middle school chapters. By mid-year, that number had grown to 32,194 members, with 122 high school chapters and 149 middle school chapters. This represents a 30% overall membership growth, with a 12% increase in high school chapters and a 26% increase in state conference attendance. Notably, we have held the national record for the most middle school chapters for nearly a decade, which reflects our commitment to laying a strong foundation for students starting from sixth grade. This approach ensures that students have the opportunity to grow personally and professionally, transitioning from middle school to high school competitions.

National TSA has also set a membership goal as part of its "Forward to 50" initiative, aiming to reach 500,000 members and 3,000 chapters by its 50th anniversary in the next few years. This initiative includes a scholarship program where chapters that meet or exceed membership goals can apply for \$1,000 in funding. This is particularly beneficial for schools in Oklahoma, helping cover transportation and uniform costs and alleviating the burden of fundraising for essential items needed for competitions. The scholarship program supports up to 50 schools nationally, providing crucial financial support to help chapters grow and succeed. This focus on membership growth is key to ensuring that TSA continues to thrive and expand its impact at both the state and national levels.

Darick reflected on his journey with TSA (Technology Student Association), specifically focusing on his desire to empower students, which inspired him to run for a national office. Despite putting in significant effort and campaigning intensely, he didn't win the election. This experience, while disappointing, led to a period of reflection. During the announcement of the results, Darick faced a choice: either show vulnerability and break down in front of their delegation or maintain composure and push through the disappointment. Ultimately, he chose to stay strong, understanding that his role as a leader was to support and uplift the delegation, showing them how to handle setbacks in a positive way.

This experience taught him valuable lessons about resilience and perspective. He came to realize that setbacks, like not achieving a desired outcome or losing a competition, don't define one's entire journey. Instead, it's about how you react to obstacles and continue to move forward. Darick also highlighted the importance of soft skills, which organizations like TSA help develop in students. These skills are vital not only for entering the workforce or college but also for personal growth. He concludes by emphasizing how such experiences in student leadership teach individuals to reflect on their challenges and understand that failure is just a temporary setback, not the end of their career or personal path.

Asbah began by explaining that their TSA (Technology Student Association) journey started later than most, as they joined in ninth grade, initially thinking it was just for robotics and computer science students. However, she soon discovered that TSA offers much more than that. In her first year, she explored various competitions and discovered a passion for promotional design, ultimately excelling in graphic design and winning a national competition. Encouraged by their advisor, she reluctantly became chapter president, a decision she later recognized as one of the best choices made, as it allowed them to develop leadership skills while managing a team.

In her sophomore year, she ran for state office and became the Eastern Region Representative. In her junior year, she ran again and was elected as the State Treasurer. Despite initially having no interest in the leadership aspect of TSA, the organization profoundly impacted her, shaping her into a stronger leader and person overall. Along the way, she made lasting friendships and learned invaluable lessons. Asbah reflected on how joining TSA was one of the best decisions she made in high school and expresses confidence that many of the over 21,000 members would feel the same.

Darick emphasized how TSA has created lifelong connections and memories. He foresees returning to the organization in the future to give back, whether through judging competitions or

offering feedback to younger members. This sense of community and ongoing involvement is something shared by many members, as advisors often note how former members continue to support TSA long after graduation, contributing to the growth of the next generation.

There was discussion and questions between the board members, Darick and Asbah. Ms. Tonja Norwood, STEM Program Manager, spoke to the great work that Tami has done as the advisor and for the students.

3. MANAGEMENT INFORMATION

3.01 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. § 14-103.1, 14-103.2, 14-104, 14-106, 14-108, 14-129, 14-131 – Ms. Gina Hubbard, Director of Statewide Outreach.

- a. Subchapter 3. Career guidance and counseling, career information, disability services, integrated academics, innovation support services, essential skills and career development
 - 780:10-3-2. Updates the GI Bill to align with 72 O.S. §302, as amended.
- b. Subchapter 3. Instructional materials development and dissemination
 - 780:10-3-3. Removes specifics about shipping charges, returns, and updates payment methods for Curriculum & Instructional Material Center and CareerTech Testing Center, and clarifies that student eligibility for free assessments is based on the CareerTech Testing Center policy.
 - Chapter 10, Subchapter 3, Section 2 and 3, also contain clean-up edits and language revisions for consistency. These were not substantive changes.

Gina said good morning, it's always good to see you all. I hope 2025 is off to a great start. Gina went over the subchapters that have been modified. There were no questions, so she went on to Chapter 15.

3.02 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. § 14-103.1, 14-103.2, 14-104, 14-106, 14-108, 14-129, 14-131 – Ms. Gina Hubbard, Director of Statewide Outreach

- a. Subchapter 3. Technology Center Students
 - 780:15-3-6. Corrects the language regarding technology center system used for reporting. The current rule states the system used by high school programs (CESI) and it has been corrected to reflect the instructional framework utilized by technology centers.
 - Chapter 15, Subchapter 3, Section 6, also contain clean-up edits and language revisions for consistency. These were not substantive changes.

Gina went over the subchapters that have been modified.
There were no questions, so she went on to Chapter 20.

3.03 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. § 14-103.1, 14-103.2, 14-104, 14-106, 14-108, 14-129, 14-131 – Ms. Gina Hubbard, Director of Statewide Outreach

- a. Subchapter 1. Competitive Grants for Dropout Recovery Programs
 - 780:20-1-4. Adds a NEW rule for Dropout Recovery Competitive Grants
- b. Subchapter 3. Administration and Supervision
 - 780:20-3-1. Constructed rules for new graduation requirements based on House Bill 2672.
 - 780:20-3-2. Requested changes add language to expand agricultural education language and defines planning/supervisory periods for instructors. Amendments provide clarity on Business, Marketing and IT Education offerings and program expectations for divisions. Health Careers was changed to Health Science in all occurrences to align with the national association.
 - 780:20-3-3. Requested language updates facilities guidelines, work-based learning for Health Careers Education, and the Health Careers to Science name update.
 - 780:20-3-5. Revised student organization requirements for all divisions.
 - Chapter 20, Subchapter 3, Sections 1,2,3, and 5, also contain clean-up edits and language revisions for consistency. These were not substantive changes.

Gina went over the subchapters that have been modified.
There were no additional questions.

Mr. Michael Brown moved to adopt the administrative rules as presented in 3.01, 3.02 and 3.03 as presented. Mr. Peter Dillingham seconded the motion. The motion carried with the following votes:

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

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

3.04 Discussion and possible action to convene in the emergency rulemaking process under the Oklahoma Administrative Procedures Act, as amended for Chapter 20, Subchapter 3, Section 4 – Ms. Gina Hubbard, Director of Statewide Outreach

a. Subchapter 3 Administration and Supervision

- 780:20-3-4. Create a rule for the new Industry Specialist Certification as directed in House Bill 3272.

Gina said we created a rule for the new industry specialist certification as directed by House Bill 3272, this is on page 16 of your Chapter 20 packet if you'd like to refer to the language.

The rule was submitted in the notice of rule making intent documents, the rule impact statements and both summaries, however, the regulatory text was inadvertently left out of the publication in the Oklahoma register and deleted from the Oklahoma administrative rules system. For this reason, we are requesting approval from this board to engage in the emergency rule process for the following reasons: to become compliant with the law passed in the 2024 legislative session, recruitment and retention of quality instructors at our Technology Centers as we are not immune from the teacher shortage, an estimated 100 existing CareerTech teachers are expected to take advantage of this new certification pathway and this certification option will become available in the state department of education system on June 1, 2025.

Mr. Sohail Punjwani, Assistant Attorney General, explained this would make this effective this legislative session instead of waiting until the next rule making process.

Mr. Brent Haken also explained the Scrivner's error.

Mr. Randy Gilbert moved to adopt the emergency administrative rule as presented in 3.04. Ms. Shaelynn Haning seconded the motion. The motion carried with the following votes:

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

Motion carried. A copy of the administrative rules is on file at the Oklahoma Department of Career and Technology Education.

4. MANAGEMENT ACTION ITEMS

- 4.01 Discussion and Possible Action on Mid-Year Personnel Report and Ratification of Personnel Actions from July 1, 2024, to December 31, 2024 – Ms. Raquella Parli, Human Resources Manager

Ms. Raquella Parli said thank you for having me here today. The report in your packet covers July 1, 2024 through December 31, 2024 and includes appointments, resignations and retirements.

There was discussion about pay and being competitive.

Mr. Randy Gilbert moved to approve the Mid-Year Personnel Report and Ratification of Personnel Actions from July 1, 2024, to December 31, 2024. Mr. Michael Brown seconded the motion. The motion had the following votes:

Mr. Michael Brown, yes
Mr. Peter Dillingham, yes
Mr. Randy Gilbert, yes
Ms. Shaelynn Haning, yes
Mr. Edward Hilliary, yes
Mr. Rob Seeman, yes
Ms. Kendra Wesson, 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 Full Postsecondary Accreditation for Meridian Technology Center School District No. 16 – Ms. Jessica Ventris, Director of Academic Affairs

Ms. Jessica Ventris said Dr. Doug Major, Superintendent of Meridian Technology Center and Mr. Jeremie Zeiwacker are here if there are any questions.

On September 10-12, 2024, the Accreditation Division conducted a hybrid accreditation review at Meridian Technology Center in Stillwater, Oklahoma. The examiner team comprised 25 examiners and ODCTE staff, including 13 examiners from technology centers across the state.

The examiners evaluated all aspects of the technology center's operations using the quality standards approved by this board and listed in the Accreditation Guidelines published by the Oklahoma Department of Career and Technology Education. These standards address leadership and administration, instruction and training, support services, measurement and analysis,

Minutes of the Meeting of the State Board of
Career and Technology Education
October 17, 2024

personnel, operations and system impact. The accreditation staff also conducted technical visits for financial aid and safety before the visit to help staff prepare.

Examiners began by reviewing the application the technology centers submitted. They also interviewed technology center administrators, certified and support staff, and students and stakeholders. Stakeholders interviewed included business and industry representatives, community leaders, partner school administrators and teachers, and parents of students attending the technology center. During the review, examiners interviewed 37 stakeholders in various manners including individual settings and in small groups. Interviews were conducted by virtual group interviews and individual onsite interviews. Examiners also observed all program areas.

If approved, the technology centers will have 90 days to submit an action plan addressing one opportunity for improvement identified in the report for each of the six quality standards. Agency staff will monitor progress toward completion of these continuous improvement action plans and provide technical assistance as needed.

Examiners found no areas of noncompliance and we recommend that the Board grant full accreditation status to Meridian Technology Center.

Dr. Doug Major spoke to the board briefly.

Mr. Peter Dillingham moved to approve Full Postsecondary Accreditation for Meridian Technology Center School District No. 16. Mr. Edward Hilliary seconded the motion. The motion had the following votes:

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

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

4.03 Proposed Executive Session for the Annual Performance Review, Employment and Compensation of the State Director – Mr. Brent Haken, State Director of Career and Technology Education (Authority: 25 O.S. 2021, § 307 (B)(1)).

- a. Vote to Convene in Executive Session pursuant to 25 O.S. 2021, § 307 (B)(1) to discuss the Annual Performance Review, Employment, and Compensation of the State Director – Mr. Brent Haken, State Director of Career and Technology Education.
- b. Discuss the Annual Performance Review, Employment, and Compensation of Mr. Brent Haken, State Director of Career and Technology Education.
- c. Vote to Acknowledge Return to Open Session
- d. Discussion and Possible Action on the Annual Performance Review, Employment, and Compensation of the State Director – Mr. Brent Haken, State Director of Career and Technology Education.

Mr. Randy Gilbert was appointed to lead the executive session. Ms. Angela Jones and Mr. Sohail Punjwani asked to be in executive session.

a. Vote to Convene in Executive Session

Mr. Michael Brown moved to convene into executive session by the authority: 25 O.S. 2021, § 307 (B)(1)) at 10:11 a.m. Mr. Randy Gilbert seconded the motion. The motion carried with the following votes:

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

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

c. Vote to Acknowledge Return to Open Session

Ms. Kendra Wesson moved to return to open session at 11:21 a.m. Mr. Edward Hilliary seconded the motion. The motion carried with the following votes:

Ms. Kendra Wesson, yes
Mr. Rob Seeman, yes
Mr. Edward Hilliary, yes
Ms. Shaelynn Haning, yes

Minutes of the Meeting of the State Board of
Career and Technology Education
October 17, 2024

Mr. Randy Gilbert, yes
Mr. Peter Dillingham, yes
Mr. Michael Brown, yes

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

Discussion and Possible Action on the Annual Performance Review, Employment and Compensation of the State Director – Mr. Brent Haken, State Director of Career and Technology Education.

Mr. Gilbert said thank you to Director Haken for your service to Oklahoma CareerTech and we appreciate all that you've done. I'll just make a note that in executive session there was no action taken and there were no votes taken.

First Motion by Ms. Shaelynn Haning, we discussed Director Haken's performance review for 2024 in the executive session and also with him. Director Haken did really well in providing a strong and positive presence throughout the state as a representative of the CareerTech system. He has worked effectively to develop and project a comprehensive strategy for the future of CareerTech. We would ask him to improve by considering engaging with individual employees more directly, allowing concerns to be addressed from the top down in the coming year. Overall, we are very happy with his performance. I move to accept Director Haken's performance review, which was discussed during the executive session. Mr. Edward Hilliary seconded the motion. The motion carried with the following votes:

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

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

Second Motion by Mr. Randy Gilbert, in light of Director Haken's excellent performance, I move to increase his pay from \$175,340 to the maximum allowed, which is \$189,367, effective January 1st. Mr. Michael Brown seconded the motion.

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

Mr. Michael Brown, yes

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

Third motion by Mr. Peter Dillingham we believe that Director Haken should be compensated more than what is allowed currently. Therefore, I move that Counsel work with Director Haken and fill out paperwork to submit to increase the pay band for the Director of the Department of Career and Technology. Once the pay band has been increased, I would like the discussion of Director Haken's compensation to be brought back to the board. Mr. Michael Brown seconded the motion.

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

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

5. NEW BUSINESS

There was no new business.

6. ADJOURNMENT

A vote was taken to adjourn the meeting at 11:25 a.m.

Motion by Mr. Peter Dillingham; Seconded by Mr. Edward Hilliary. The motion carried with the following votes:

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

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

Minutes of the Meeting of the State Board of
Career and Technology Education
October 17, 2024

There being no further business, the meeting was adjourned at 11:25 a.m.

The next regular meeting of the State Board of Career and Technology Education will be held Thursday, February 20, 2025, at 9:00 a.m. The meeting will convene at the Oliver Hodge Building, 2500 North Lincoln Boulevard, Room 1-20, Oklahoma City, Oklahoma.

Angela Jones

Angela Jones, Previous Executive Assistant
to the CareerTech State Director and
Secretary of the CareerTech Board filling in
for Ashley Rink.



Ryan Walters, Chair of the Board

Brent Haden

State Director

