

**SOUTHEAST REGION CAREER AND TECHNOLOGY CENTER  
BOARD MEETING  
5/24/2023 - 8:00 p.m.**

The Southeast Region Career & Technology Center Board met May 24, 2023, with the meeting being hosted at the Career/Tech Centers in Wahpeton and Oakes. Neil Planteen, Chair, called the meeting to order.

Board Members Present

Mat Asp–Hankinson-W  
Kris Beck–N Sargent-O  
Markus Geffre-Fairmount-W  
Sheila Nagel – Oakes-O  
Art Nelson-Wahpeton-W  
Neil Planteen- Sargent Central-O  
Dave Puetz–Wyndmere-W  
Scott Thiel – Wahpeton-W  
Val Wagner – Ellendale-O

Board Members Absent

Derek Beito-Richland  
Amanda Huber-Edgeley  
Ben Loll-Campbell-Tintah  
Kate Mund – Milnor  
Mark Qual–Lisbon  
Sadie Siemieniewski-Lidgerwood

Others Present

Dan Spellerberg, Director-W  
Randal Brockman, Asst. Director-O  
Janel Sayler, Business Manager-W

Pledge of Allegiance

Motion by Scott, seconded by Sheila, to approve the agenda. Motion carried unanimously.

Motion by Kris, seconded by Val, to approve the minutes of the April 26, 2023, Career/Tech Center meeting. Motion carried unanimously.

Motion by Art, seconded by Dave, to approve the minutes of the May 8, 2023, Special Center Board meeting. Motion carried unanimously.

Motion by Mat, seconded by Scott, to approve the April Expenditure & Revenue Report. Revenue to date is at \$4,301,986 or 95.9% while expenses are at \$4,559,528 or 101.6%. Motion carried unanimously.

Motion by Val, seconded by Sheila, to approve the April Activity Account Report. FCCLA and HOSA are going to nationals the end of June so they have been fundraising. Motion carried unanimously.

Motion by Kris, seconded by Val, to approve the May General Fund bills as submitted in the amount of \$141,937. A few of the purchases include: 12 welding helmets for Hankinson Ag; the air compressor pump was replaced at the Oakes Center; building permit for the CT House; snow removal was pretty healthy this year; welders for H Ag from Matheson Tri Gas; reimbursement to Darcy Weber, new Milnor Counselor, in order

to get her counselor credentials; and a payment to architectural firm YHR Partners. Motion carried unanimously.

Motion by Dave, seconded by Scott, to approve Eric Moen and August Gutzmer as the recipients of the May Awards of Excellence. Eric is a Richland 44 Junior enrolled in Ag. August is a Wyndmere Senior enrolled in Ag. Motion carried unanimously.

The roof and the interior painting are done on the 2023 house and 75% of the cabinets are installed. Doors and trim are still on the to do list.

Motion by Val, seconded by Dave, to approve the excavation bid of \$7,000 from Comstock Construction. This bid is \$300 higher than last year's bid and the only bid received. Motion carried unanimously.

Motion by Sheila, seconded by Kris, to approve the flooring bid for the main floor of the house from Three Rivers Decorating; \$5,600 for materials and \$3,250 for installation. This was the only bid received. Motion carried unanimously.

Motion by Kris, seconded by Val, to approve the garage door bid of \$3,895 w/install and \$450 for the opener from Quality Garage Door, the only bid received. Motion carried unanimously.

Motion by Shiela, seconded by Val, to approve the signed teaching contracts. All 29 contracts were turned in by the due date of yesterday. We still have the ½ time Auto instructor position open at the Oakes Center and the Ag instructor position in Wahpeton. Motion carried unanimously.

Dan informed the board that SRCTC administrators negotiate the opposite years as the teachers/counselors. As per Century Code, TFFR has to be the same for both certified staff and administrators. This gives the administrators the two percent TFFR negotiated item which means the administrators package will be less next year. Discussion was held.

Motion by Kris, seconded by Marcus, to approve the noncertified package which includes a \$0.75 raise for the admin assistants and the High Tech Coordinator; a \$1.35 raise for the Business Manager (working to get her up to the average) and a \$500 increase in HSA match as per the negotiated agreement; and a \$0.50 raise for custodial staff. The sub rate will remain the same at \$140/6 period day or match the member school rate if higher. Motion carried unanimously.

When quotes were received for new Skid Steers before Christmas break, Lillegard's couldn't guarantee that they could even get them. Dan was notified the other day that they could now order them. Dan was wondering what the board wishes were since the new machines have no new features as the ones we have. It was the board consensus that quotes be solicited.

Dan has asked the youth group advisors to fill out the rubric that he and Randal use to determine their youth group pay since some feel their pay should be higher. They are due June 1. This will be brought back to the June meeting.

The board reviewed the SRCTC summer office schedule.

Dan and Randal will be presenting at Richland 44's June 14<sup>th</sup> meeting.

The board viewed pics of the Hankinson Ag building. Concrete has been poured for the Hankinson Ag building. He is going to request a few spots be touched up. Sheetrocking will begin next week. Plumbing and electrical work is being done. The air compressor was delivered Tuesday. They are ahead of schedule and think they will be done by Labor Day versus the middle or end of September.

### *Assistant Director's Report*

Randal held the exit meeting with John Andrus and Dan the exit meeting with Sasha Steele.

The Oakes and Edgeley Auto SkillsUSA youth groups brought in around \$3,000 with a raffle.

Joe Weigel will be nominated for the NDACTE New Educator Award. Randal has agreed to run for the NDACTE Vice President at PDC. If elected, it would be a four-year commitment.

### *Director's Report*

A \$500 dues statement has been received from NDSBA and Dan asked for the board's input. Dan R. chose to stop paying dues after the 2014-15 school year. Dan mentioned that other CTCs don't pay them and the NDCTE looks at our policies during our Five-Year Reviews. The board discussed.

Dan noted articles about the SRCTC HOSA and Wyndmere FFA Chapters.

State reimbursement claims are due to NDCTE June 30<sup>th</sup> so they will be finalized and submitted next month. SRCTC should see a seven percent increase in reimbursement next year, which will help the bottom line for SRCTC and our member schools. NDCTE will also change their reimbursement requirements of expense verification and will instead request our audits and spot checks of expenses.

Dan will send out a legislative update. CTE scored well on many fronts. Cyber Security classes will be implemented and an ITV option will be offered out of Edgeley.

Requiring the hiring of Work Based Coordinators is in the works. State monies of \$750,000 is available. The state is thinking coordinators will be hired at a flat rate of \$50,000; a teaching degree won't be required but a Bachelor's degree will. Dan is thinking to hire one for SRCTC and that person will split their time between both Center sides. Right now our teachers are doing the work based learning with the students but they are overwhelmed. Discussion was held.

Lidgerwood, Wahpeton and Wyndmere Ag students and advisors will be leaving for their Ireland trip June 11 and will return June 21.

The next regularly scheduled meeting will be held at 8:00 p.m. Wednesday, June 28, 2023, at the Career/Tech Centers and any other designated sites.

Motion by Art, seconded by Scott, to adjourn the meeting. The meeting was adjourned at 9:00 p.m.

A handwritten signature in blue ink, appearing to read "Janel Sayler", is written over a light blue rectangular background.

Janel Sayler, Business Manager