

**SOUTHEAST REGION CAREER AND TECHNOLOGY CENTER
BOARD MEETING
5/22/2024 – 8:00 p.m.**

The Southeast Region Career & Technology Center Board met May 22, 2024, with the meeting being hosted at the Career/Tech Centers in Wahpeton and Oakes along with video connections. Neil Planteen, Chair, called the meeting to order.

Board Members Present

Kris Beck–N Sargent-O
Chad Fyre-Milnor-V
Lisa Graves – Wahpeton-W
Amanda Huber-Edgeley-O
Ben Loll-Campbell-Tintah-W
Sheila Nagel – Oakes-O
Michelle Nelson-Wahpeton-W-P
Neil Planteen- Sargent Central-O
Mark Qual-Lisbon-O
Sadie Siemieniewski-Lidgerwood-W
Val Wagner – Ellendale-V

Board Members Absent

Mat Asp–Hankinson
Derek Beito-Richland 44
Markus Geffre-Fairmount
Dave Puetz–Wyndmere

Others Present

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

Pledge of Allegiance

Motion by Kris, seconded by Amanda, to approve the agenda. Motion carried unanimously.

Motion by Michelle, seconded by Sheila, to approve the minutes of the April 24, 2024, Career/Tech Center meeting. Motion carried unanimously.

Motion by Mark, seconded by Ben, to approve the April Expenditure & Revenue Report. Revenue is at \$6,932,015 or 91.4% while expenses are at \$6,716,200 or 88.5%. Motion carried unanimously.

Motion by Kris, seconded by Amanda, to approve the April Activity Account Report. The DECA-W account is in the black with the help of the store. Hankinson FFA has received banquet sponsorships and donations. Dan, Randal and people from different industries judged the recent Richland 44 FFA Agri-Science Fair and monetary awards were given. Donations are being solicited for State Auto winner David Tollefsrud's trip to the SkillsUSA Conference in Atlanta June 24-28. The Oakes FFA has received \$15,000 Bayer Farmers Grow Communities donations. North Sargent FFA built a warming shed for Forman. HOSA is selling calendar raffle tickets. The balance of the Activities Accounts is \$189,048. Motion carried unanimously.

Motion by Mark, seconded Sheila, to approve the May General Fund bills as submitted in the amount of \$311,683. Some purchases/payments included: beef from Butcher Block using a Beef Commission grant; drop cords for the Oakes Auto shop from Chads Electric; Edgeley CTE facility, Gast Construction \$232,860; copier leases for Wahpeton & Oakes; the State Auditor has partially accepted our audit but has asked for a few revisions. parent Lindsay Polda took the Wahpeton DECA students to Nationals due to a family emergency of the advisor; millwork for the 2022 house basement from Riverside and the final HVAC payment to Schmitt's for the 24 House. Motion carried unanimously.

Motion by Sheila, seconded by Sadie, to approve Elizabeth Peters as the recipient of the May Student Award of Excellence. She was an Oakes Senior nominated by Advanced EMT Instructor Wertz, although she has taken many CTC classes. Motion carried unanimously.

The basement millwork has been completed and the countertops have been installed on the 2024 house. The basement carpet is being installed and the plumber will be there tomorrow. The secondary appraisal came in at \$331,000. Closing on the house is next Tuesday. Payment will be withheld on four things until completed: seeding the grass, construction of the deck, replacement of an exterior windowpane and replacement of a bifold door.

Motion by Ben, seconded by Lisa, to approve the bid from Ehlert Excavating in the amount of \$6,500 for the 2025 house lot. A bid was also received from Comstock Construction in the amount of \$7,400. Motion carried unanimously.

Motion by Michelle, seconded by Ben, to approve the foundation bid for the 2025 house from Krump Construction in the amount of \$70,500.50. A bid of \$82,040 was also received from Camrud-Foss. Motion carried unanimously.

Motion by Michelle, seconded by Lisa, to approve the electrical bid of \$12,335 from Storm's Electric for the 2025 House. A bid of \$21,200 was also received from Southern Valley Electric. Motion carried unanimously.

Motion by Ben, seconded by Kris, to approve the lumber bid of \$78,850.96 from Riverside Building Center. A bid of \$75,446.98 was received from Builders First source but the window package isn't as good quality and Dan thinks the supply list is short because the house will be two feet wider and longer. They also charge \$2,500 for floor plans whereas Riverside does it at no charge. Motion carried unanimously.

Motion by Amanda, seconded by Ben, to approve the plumbing bid of \$10,250 from Schmitt's Plumbing for the 2025 house. Bids were also received from Bernstein Plumbing in the amount of \$15,047.58 (\$25,542.81 w/boiler) and three bids from Iverson Plumbing \$12,412, \$24,112 (includes a natural gas boiler) and \$26,112 (includes an electric boiler). Motion carried unanimously.

Motion by Michelle, seconded by Lisa, to approve the HVAC bid of \$22,120 from Schmitt's Plumbing for the 2025 house upon Dan's recommendation, for the value of having the same vendor for both plumbing and HVAC. A bid of \$20,861.78 was also received from ACR Services. Motion carried unanimously.

Motion by Lisa, seconded by Michelle, to approve Lisa Keaveny's full-time Health Sciences Instructor position resignation, accept her taking the half-time Work Based Learning Coordinator position which includes a Single medical insurance benefit with the stipulation that SRCTC would no longer pay her Masters tuition; this includes the contingency that if she changes her mind and decides to stay on as SRCTC's Health Sciences Instructor, SRCTC will continue to pay her Masters tuition. Her Masters is in Kinesiology. Three candidates applied but one withdrew. Motion carried unanimously.

Dan and Randal collectively agree on the CTSO Youth Group Merit Pay. Base pay is \$500; max is \$3,000. It is merit-based using a rubric. This will be presented at the June meeting.

The summer schedule was provided to the board, showing office hours, board meetings, Summer SAE, CTSO activities and PDC.

The board viewed YHR's last two updates and pictures of the Edgeley Career Academy building. Most internal walls are up and most door fixtures are in place.

Assistant Director's Report

Randal held an exit meeting with Amber Johnson Monday and Tuesday of this week. He and Dan will hold exit review meetings with Brooke Kunz and Audra Montgomery at the end of their contracts June 14.

Aaron Stone was nominated for NDACTE New Teacher of the Year and Cameron Young was nominated for the NDACTE Teacher of the Year. Award winners will be announced in July.

Summer SAEP will be keeping the Ag instructors busy and Mr. Stone and his Construction Tech student(s) will finish the 2024 house first, the 2022 house second and lastly the 23 house.

Director's Report

Mrs. Anna Kemmer, SRCTC Culinary Arts, has been named Dickey County's County Teacher of the Year and Mr. Cameron Young, Agriculture, LaMoure County's County Teacher of the Year. Hats off to them!

Cary Wertz, EMT/Advanced EMT/PCT Instructor/HOSA Advisor, coordinated a MCI (Mock Mass Casualty Event/Incident May 1 for her students. The Oakes Hospital, Ambulance, Fire Department, Police, Good Samaritan Society, Dickey County Sheriff's Department and Emergency Management participated in the event.

Dan was invited to attend an event at NDSCS June 11, to lead a workshop June 15-16 in Dickinson for Ag instructors and to lead a meats lab workshop in SD by former SRCTC Asst. Director Kraig Steinhoff.

The ND CTE reimbursement claim process is being simplified and should be substantially easier and not as time-consuming. ND CTE is moving away from the BRP (Budget Reimbursement Process) system and will begin using Web Grants.

The Center's Fire Marshal Inspection Report flagged a few things that need to be remedied: electrical boxes are to be installed in the Hankinson Ag building (multiple extension cords were being used); fire extinguishers are required within 35 feet of welders both for Hankinson and Wahpeton Ag and items stacked against electrical panels need to be moved elsewhere.

Mr. Hanson in Edgeley has asked if SRCTC would be interested in a partnership for business offerings. Their Business teacher resigned the last week of school. A possibility would be to connect Business with the Oakes Marketing Instructor position.

Neil announced that outgoing board members are welcome to come back in June and for the annual reorganization meeting in July. He hopes they have enjoyed their time here.

The next regularly scheduled meeting will be held at 8:00 p.m. Wednesday, June 26, 2024, at the Career/Tech Centers and any other requested sites.

Motion by Amanda, seconded by Ben, to adjourn the meeting. The meeting was adjourned at 9:05 p.m.

A handwritten signature in blue ink, appearing to read "Janel Sayler".

Janel Sayler
Business Manager