

**SOUTHEAST REGION CAREER AND TECHNOLOGY CENTER
BOARD MEETING
7/23/2025 – 7:30 p.m.**

The Southeast Region Career & Technology Center Board met July 23, 2025, after the meal, with the meeting being hosted at the Career/Tech Center in Wahpeton with video connections. Dan Spellerberg, Director, called the meeting to order and welcomed everyone and had everyone introduce themselves.

Board Members Present

Kris Beck–N Sargent
Nathan Berseth-Richland 44
Markus Geffre-Fairmount-V
Amanda Huber-Edgeley-V
Brandon Hanson-Sargent Central
Ben Loll-Campbell-Tintah
Sheila Nagel – Oakes-V
Michelle Nelson-Wahpeton
Neil Planteen- Sargent Central-Outgoing
Mark Qual-Lisbon
Sadie Siemieniewski-Lidgerwood
Val Wagner – Ellendale

Board Members Absent

Chad Fyre-Milnor
Lisa Graves – Wahpeton
John Manstrom-Wyndmere
Tom Nitschke-Kulm
Jason Semerad-Hankinson

Others Present

Dan Spellerberg, Director
Michael Kaiser, Wahpeton Supt
Jeffrey Ringstad, Ellendale Supt
Janel Sayler, Bus Mgr

Pledge of Allegiance

Motion by Nathan, seconded by Mark, to approve the agenda. Motion carried unanimously.

Reorganization

Motion by Nathan to nominate Markus Geffre as SRCTC's 2025-26 Board Chair. Motion by Val, seconded by Ben, to cease nominations and cast a unanimous ballot for Markus. Dan mentioned that ND legislation has passed that states superintendents can be the voice of a board. Large virtual centers in the Bismarck area have done this. Motions carried unanimously.

Mr. Spellerberg turned the meeting over to Markus to chair the remainder of the meeting.

Motion by Sadie to nominate Val as SRCTC's 2025-26 Vice Chair. Motion by Mark, seconded by Ben, to cease nominations and cast a unanimous ballot for Val. Motion carried unanimously.

Motion by Kris, seconded by Val, to approve the minutes of the June 25, 2025, Career/Tech Center meeting. Motion carried unanimously.

Motion by Nathan, seconded by Ben, to approve the June Expenditure & Revenue Report. Revenue is at \$6,691,610 or 124.8% while expenses are at \$7,339,014 or

136.8%. Dan had mentioned earlier that we would be deficit spending this year due to the Edgeley CTC construction. Motion carried unanimously.

Motion by Mark, seconded by Val, to approve the June Activity Account Report. The Health Science and Welding Skills Accounts will be zeroed out with the Miscellaneous Account. This will give Ally, our new Health Sciences instructor, a fresh start. Welding will begin selling things they make as fundraisers. Edgeley School will transfer money soon to replenish our account. The balance of the Activities Account is \$238,365. Motion carried unanimously.

Motion by Ben, seconded by Michelle, to approve the July General Fund bills as submitted in the amount of \$362,646. Some purchases/payments include:. Edgeley CTC rent to Edgeley School \$20,150 (Dan informed the board as to why some member schools receive rent and others don't); Gast Construction \$196,788 for Edgeley CTC; Lisbon PS \$57,500 and Sargent Central \$21,500 for Counseling MOUs; Power Distributors \$7,600 for Small Engines Workshop; Software Unlimited \$6,650 for the accounting software; Ricki Stene (Jay's Crackfill) \$15,500 for asphalt resurfacing here and Oakes. So far, SRCTC has paid a little over \$2,500 for legal fees in trying to collect liquidated damages from our former instructor. She will have to pay SRCTC \$7,500 in order to teach in ND. SRCTC has reached out to ESPB to request her ND teaching license be revoked until her liquidated damages claim is financially fulfilled. She owes SRCTC \$24,400. Motion carried unanimously.

The footings and walls are poured for the 2026 House. Backfill is 85% done. The rain has slowed progress on plumbing work. The 3-bedroom 1,764 sq ft house is a slab on grade and will have floor heat. There is already some interest as a realtor called yesterday. A small pad will be poured for a shed. The advice of Marcus was taken. More windows will be put in and minor adjustments were made so the house will flow better internally.

Discussion was held on purchasing lots as SRCTC has one left for next year's house. The lots behind the houses SRCTC have built are \$24,000 and specials are \$35,000 to \$45,000. Also discussed was possibly building houses on SRCTC property and moving them to member school towns, however moving has gotten expensive. Also suggested was buying lots one year at a time.

Motion by Nathan, seconded by Michelle, to approve the audit bid from Nadine Julson LLC in the amount of \$8,000 for SRCTC's 2024-25 financial records. Motion carried unanimously.

Interviews of Oakes Ag Instructor and the western Work-based Learning Coordinator candidates will take place the end of next week. Dan is checking on the qualifications of a candidate for the PT Counselor position at Campbell-Tintah. This position will be three days/wk.

Motion by Nathan, seconded by Val, to approve the 2025-26 SRCTC budget in the amount of \$5,660,302. This compares to last year's budget of \$5,363,267. It may be possible for SRCTC's member schools to use a tuition levy for the Center's assessments;

but it has to be defensible and may be capped. Sargent Central has used a tuition levy. Supt. Kaiser mentioned that WPS isn't going to pursue it this year. He has appreciated Dan's work on it. It's not new but not frequently used. The Center's net change in cash position came to a negative \$647,404, again due to the Edgeley CTC expenses. Cash reserves equals 25.78% of the new budget. The board viewed the member school assessments. The drop for Campbell-Tintah is due to the FT Counseling position going to PT. The increase for Lisbon is the addition of a second Ag instructor and a counselor. Sargent Central is seeing a decrease because the savings of running their counselor through the Center is being passed onto them. Tried to keep the increases to under 3% but it amounts to 3 ½%. Dan hopes to be able to dial health ins. back down the road. The Wahpeton Center has been allotted \$58,770 for Carl Perkins; the Oakes Center \$72,673. Carl Perkins can no longer be used for Emerging (High) Tech assessments. Motion carried unanimously.

Val agreed to be on the Program of Work Committee and, upon Nathan's suggestion, Brandon will too.

Motion by Mark, seconded by Kris, to name First Community Credit Union as SRCTC's Official Depository of Center Funds. Motion carried unanimously.

Motion by Nathan, seconded by Val, to authorize the signing of Activity Fund warrants by the Business Manager and Center Director and Assistant Director and Office Assistant. Motion carried unanimously.

Motion by Kris, seconded by Michelle, to authorize the signing of General Fund warrants by the Business Manager, Chair and Vice Chair. Motion carried unanimously.

Motion by Nathan, seconded by Ben, to approve the recommended 2025-26 Workforce Safety Insurance coverage for students in the higher-risk programs including Automotive, Chef Training, Construction, Diesel and Welding. Cost per student last year was \$6.42/student. Motion carried unanimously.

Motion by Ben, seconded by Mark, to approve the 2025-26 Board & Staff and Student Handbooks. Additions to the Student Handbook include acceptable and unacceptable uses of AI and a cell phone and personal device policy. Dan took Val's advice as far as consequences to offenses. An electronic devices policy was also put in the Board & Staff Handbook. Motion carried unanimously.

Dan has talked to the East side Work-Based Learning Coordinator. Mr. Marquette bowed out of the West side WBL Coordinator position to fully concentrate on teaching Auto. Students may earn up to a maximum of two credits during their Junior & Senior years. Several students have been placed.

Assistant Director's Report

Randal apologizes for not being here tonight. He is on a family trip.

One Director's Award of Excellence will be awarded to SRCTC at the PDC Conference in August.

Dan has challenged Randal & Pat to put some "How To" videos together for the Emerging (High)Tech equipment. Going forward, there will be five rotations instead of six so there is time in between rotations for repairs and set up.

Emilee Buro placed 6th in Hospitality, Tourism & Rec; Ann Muggli placed 3rd in Say Yes to FCS Education and Brianna Schmitz placed 1st in Chapter Website at the FCCLA NLC July 5-9 in Orlando. Three students competed at SkillsUSA in Atlanta June 23-27; Logan Larson, Lidgerwood, in Firefighting, David Tollefsrud, Lidgerwood, in Diesel and Keira Kania, Campbell-Tintah in Culinary Arts.

Director's Report

The board viewed News Monitor articles concerning the three SRCTC students that competed at SkillsUSA in Atlanta and Hankinson FFA member Kenadi Larson, who received her State FFA Degree.

All certified staff except two will be attending the annual ND PDC 8/4-6 in Bismarck.

SRCTC will hold an in-service for our staff in Oakes August 18th.

Dan will put together a Summer SAE report showing statistics such as how many students participated, hours worked and earnings. Mr. Zetocha does a great job of posting photos.

THE ACTE's CareerTech VISION Conference is in Nashville December 9-12. Dan will have the rotational schedule available for next month's meeting.

Dan awarded a plaque to Neil Planteen and thanked him for his nine years of service to SRCTC. Dan said a plaque doesn't do justice for what Neil has done for us. Neil thanked Dan, Randal and the board. He said this has been the most enjoyable part of serving as a board member. He also said he is glad the board is here. Dan also welcomed Sadie back.

The next regularly scheduled meeting will be held at 8:00 p.m. Wednesday, August 27, 2025, at the Career/Tech Centers and any other requested sites.

Motion by Ben, seconded by Michelle, to adjourn the meeting. The meeting was adjourned at 9:06 p.m.



Janel Sayler, Business Manager