



North Dakota Career & Technical Education  
Wayde Sick, Director  
Mark Wagner, Assistant Director

December 2019

# Newsletter

## Methods of Administration Michael Netzloff, MOA Coordinator

ND CTE is the agency responsible on behalf of the Office for Civil Rights for on-site reviews of schools receiving federal funding. Although Perkins funding triggers this, it affects all federal funding secondary or post-secondary schools are given.

This duty is called the Methods of Administration (MOA) in each state, with each having one or more coordinators. The coordinator must visit 2.5% of all schools receiving Perkins funding each year and conduct an on-site review of all policies, printed materials, buildings, practices, etc. that could discriminate or potentially, unfairly detour students from taking CTE courses or obtaining a diploma. For North Dakota, that results in four secondary school reviews in the first year of the biennium and three secondary and one post-secondary school in the second year. No school can discriminate in its programs or offerings on the basis of race, color, religion (protected in North Dakota), national origin, sex, disability, or age (secondary programs must also provide equal access to the Boy Scouts and other designated youth groups).

Schools are chosen by comparing the overall student population data to the CTE student population data in the areas of ethnicity, disability, and gender, with preference given to schools that have been visited long ago or never.

A large part of any visit is to review all printed material and policies to make sure that a notice of nondiscrimination is printed in almost everything. The other larger task is the review of all facilities used by the students, which requires the measurement of ramps, sinks, fountains, locker rooms, bathrooms, cafeterias, libraries, parking lots, class rooms, elevators, etc. The physical access of each area must be compliant with the Americans with Disabilities Act and appropriate for the time of construction or remodel, which can involve four different building regulations to reference in any district.

The purpose of our office is to help each school find issues before they could ever become problems. We don't take complaints, as those go directly to the OCR regional office in Chicago, but we are here to answer questions and help each school bring policy and buildings up to the best accessible, nondiscriminatory institutes that each can be.

If you have any questions, please contact me by phone or email, 701-328-3187 or [mnetzloff@nd.gov](mailto:mnetzloff@nd.gov).

## Dates of Interest

### **February 9-10, 2020**

Collegiate DECA Conference  
Fargo

### **March 15-17, 2020**

DECA Conference  
Bismarck

### **March 23-24, 2020**

TSA Conference  
Mandan

### **March 29-31, 2020**

FBLA Conference  
Bismarck

### **April 5-7, 2020**

SkillsUSA Conference  
Bismarck

### **April 19-21, 2020**

FCCLA Conference  
Bismarck

### **June 1-4, 2020**

FFA Conference  
Fargo

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## New Career Advisors Help Students Kelly Pierce, CTE

In 2009, the North Dakota Legislature introduced the idea of career advisors by creating laws related to them. Since then the North Dakota Department of Career and Technical Education has trained many who serve in secondary, post-secondary, and the community to help our youth plan for their futures. What follows is the Century Code related to career advisors:

### 15-20.1-24. Career development facilitation – Certificate – Qualifications

1. The department shall develop a program leading to a certificate in career development facilitation. The department shall award the certificate to any individual who:
  - Holds a baccalaureate degree from an accredited institution of higher education;
  - Has at least a five-year employment history; and
  - Successfully completes the department's programmatic requirements.
2. An individual holding a certificate awarded under this section is a career advisor.

### 15-20.1-25. Career development facilitation - Provisional approval

1. The department may provisionally approve an individual to serve as a career advisor if the individual:
  - Holds a baccalaureate degree from an accredited institution of higher education;
  - Has at least a five-year employment history; and
  - Provides the department with a plan for completing the department's programmatic requirements within a two-year period.
2. Provisional approval under subsection 1 is valid for a period of two years and may not be extended by the department.

### 15.1-06-19. Counselor positions – Requirement

1. Beginning with the 2010-11 school year, each school district must have available one full-time equivalent counselor for every three hundred students in grades seven through twelve.
2. Up to one-third of the full-time equivalency requirement established in subsection 1 may be met by career advisors.

3. For purposes of this section, a "career advisor" means an individual who holds a certificate in career development facilitation issued by the department of career and technical education under section 15-20.1-24 or an individual who is provisionally approved by the department of career and technical education under section 15-20.1-25 to serve as a career advisor.

### 15.1-06-20. Career advisor – Duties

A career advisor shall provide sequential career development activities, current career information, and related career exploration opportunities to students in grades seven through twelve. A career advisor shall use computer-assisted career guidance systems and work at the direction and under the supervision of the school district counseling staff.

## New Career Advisors for 2019-2020



**Top:** Melissa Meyer, Great Northwest Education Cooperative; Kevin Phelps, Grand Forks Public Schools; Hannalee Shaw, Fargo Public Schools. **Center:** Shannon Balerud, Bismarck Public Schools; Bonnie Nadeau, Dunseith Public Schools, Tonia Olson, Langdon Public Schools; **Bottom:** Lynsey Rittenbach, Fargo Oak Grove; Kasey Janz, Bismarck Public Schools; Laura Henkelman, Bismarck Public Schools.  
**Not pictured:** Lynn Dvorak, New England Public Schools; Candace LaRocque, Turtle Mountain Community High School; Riley Lillemoen, Grafton Public Schools.

# State Director's Column

-Wayde Sick, Director, North Dakota Career and Technical Education

## A YEAR IN REVIEW

Happy holidays from the staff at North Dakota Career and Technical Education. As we embark upon the end of 2019, I want to thank everyone involved in CTE for the great year. It is imperative that we all work together to promote CTE programs, work with our local communities and business partners, and provide the best education for our students.



I want to thank our staff for their hard work in providing assistance throughout the year. We have had some great accomplishments and highlights this year including:

- ◆ 21 new and expanding CTE programs approved by the CTE Board.
- ◆ 74 new CTE instructors who started in the fall of 2019.
- ◆ 25 new counselors who started in 2019.
- ◆ 5 new CTE Directors/Administrators who started in 2019.
- ◆ 1 new member to the CTE Board, appointed by Governor Burgum; Bryan Klipfel, Interim Director for Job Service North Dakota.
- ◆ 10 Team evaluations for CTE programs.
- ◆ 49th Annual North Dakota CTE Conference was held in August at a new venue, the Bismarck Event Center, with over 650 participants.
- ◆ Addition of the Business and Industry Round Tables at the 2019 CTE Professional Development Conference.
- ◆ \$54,768,109 approved budget by the North Dakota Legislature.
- ◆ The North Dakota Center for Distance Education placed under the State Board for Career and Technical Education
- ◆ Development of the Strengthening Career and Technical Education in the 21<sup>st</sup> Century Act (Perkins V) state plan and related policies.

## LOOKING FORWARD ... Here We Go

As we look to 2020 we know that there are great things ahead. We will continue the great work that CTE is doing in North Dakota. CTE is Learning that Works for North Dakota.

Check out our website at [www.cte.nd.gov](http://www.cte.nd.gov)

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Wayde Sick

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State Director

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North Dakota CTE

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## *Did you know...*

**North Dakota Career and Technical Education launched a new website in 2019?**

**North Dakota Career and Technical Education students organizations has a membership of more than 11,000 students?**

**North Dakota Career and Technical Education serves more than 22,000 students a year.**

**North Dakota Career and Technical Education is comprised of nine program areas developed to prepare students to meet the demands of college and expectations of employers?**

## Skills USA members Show Artistic Skills Tracy Becker, CTE Supervisor

One of an artist's greatest honors is to have his/her work published or shown in a showcase. SkillsUSA provides opportunities for a variety of artists to showcase work from t-shirt & pin designs to welding sculptures.

We typically don't think of a welder as an artist, but the SkillsUSA Welding Sculpture contest is designed to do just that.



SkillsUSA members plan, design and create pieces throughout the school year to showcase at the State Conference in April. Annually, SkillsUSA industry partners judge a dozen secondary and post-secondary sculptures but can only select one to move on to the national conference in Louisville, KY in June. Contestants interested in participating in the welding sculpture



contest must currently be enrolled in a welding program at their school.

Changes are happening this year for the SkillsUSA Digital Artists in the t-shirt and pin design contests. Traditionally, these contests were reserved as state only contests and gold medalists did not move on to represent North Dakota at the SkillsUSA National Leadership and Skills Conference.

Like many other CTSOs, the t-shirts that are worn to represent the state and the pins designed for trade are always one of the many highlights of a National Conference. With the new format of the t-shirt and pin design contests, members will present their t-shirt or pin design and participate in an oral presentation regarding all aspects of their design creation. In addition, for the pin design contest, contestants will explain how the pin represents North Dakota, its unique qualities, and why another SkillsUSA member would want to wear the pin. Contestants are also required to create a tabletop display that represents the process that took place in creating the pin design. Gold Medalist in t-shirt and pin design will have their winning designs produced for the following school year and will be invited to represent North Dakota at the National Conference in June. These contests are two of the few contests that are open to all SkillsUSA members.

Local advisors with paid membership for 2019-20 can access technical standards for these or any other SkillsUSA contests through the SkillsUSA registration portal (<https://www.skillsusa-register.org/Login.aspx>). For additional information, please contact your State SkillsUSA Advisor, Tracy Becker ([tbecker@nd.gov](mailto:tbecker@nd.gov)).

## February 2020 is CTE Month

Plan your activities now to promote Career and Technical Education in February. Advocate CTE to local administrators, city officials, through a city-wide proclamation, or in your local school.

Send photos of CTE month activities to [kreisena@nd.gov](mailto:kreisena@nd.gov). We would like your photos so we can include them in social media and the upcoming newsletters.

## Assistant Director Corner

### North Dakota Career & Technical Education



Mark Wagner, Assistant Director,  
North Dakota Career and Technical  
Education

### Mission of CTE

The mission of the State Board for Career and Technical Education is to work with others to provide all North Dakota citizens with the technical skills, knowledge, and attitudes necessary for successful performance in a globally competitive workplace.

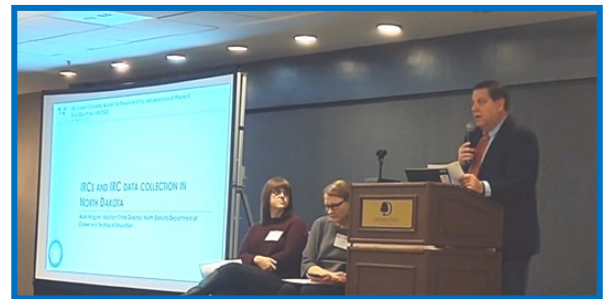
### *A New Journey Continues: Making the Transition to Full Implementation of Perkins V*

Paula Marschner, NDCTE Educational Data and Research Analyst, and I attended the 2019 Fall Data Quality Institute (DQI) on November 13-14, 2019, in Baltimore. Hosted by the Division of Academic and Technical Education, part of the United States Department of Education's Office of Career, Technical, and Adult Education, the DQI provides state career and technical education leaders an opportunity to share information and strategies, and to tackle common challenges in using data to improve student and program outcomes.



Paula Marschner presentation on DATA collection in North Dakota.

The theme of the 2019 Fall DQI—The Journey Continues: Making the Transition to Full Implementation of Perkins V—builds on the DQI held in February 2019 and the meeting focused on helping state CTE leaders shift from planning for Perkins V to implementing their new state plans and legislative requirements



Mark Wagner presenting on Customized Technical Assistance regarding Industry recognized credentials and Work Based Learning.

The two-day meetings focused on preparing states for implementing Perkins V and included interactive sessions on topics of general interest, collaboration sessions for states to network and learn from each other, and breakout sessions on more specific topics.

The meetings were attended by state agency staff members, at both the secondary and postsecondary education levels, who are responsible for collecting and reporting data to comply with the accountability provisions contained within Perkins V.

### Perkins Performance Indicators Public Comment Request

The North Dakota Department of Career and Technical Education is seeking public comments on the targets for the Perkins V Performance Indicators. Please visit the link below to review the proposed targets memo.

[https://www.cte.nd.gov/sites/www/files/documents/Perkins/Perkins\\_Targets\\_Public\\_Comment.pdf](https://www.cte.nd.gov/sites/www/files/documents/Perkins/Perkins_Targets_Public_Comment.pdf)

All public comments are to submitted in writing to [cte@nd.gov](mailto:cte@nd.gov).