



Governing Board Annual Meeting

Tuesday, June 24, 4:00 – 4:30 pm

Location- Teams: [Join the meeting now.](#)

Meeting Materials ([click for materials](#))

Central Cass Public Schools | Fargo Public Schools | Northern Cass School District | West Fargo Public Schools

I) 4:00 pm - Call to order – Chair Patti Stedman

II) Introductions

III) Approval of Agenda

IV) Consent Agenda

- a) Approval of April 16, 2025, Governance Board meeting minutes – ([document link](#))

V) New business

- a) 25-26 - [NDCTE Funding Policy](#) and C3TEC Budget Update
 - i) New and Expanding program applications submitted for – April 30, 2025
 - ii) Expansion request for Administration will be submitted fall 2025 for CIC rent expenses.
- b) CIC tour and C3TEC membership conversation with Kindred Public Schools on June 24, 2025.
- c) C3TEC Board Appointments for 25-26
 - i) [25-26 C3TEC Meeting Schedule](#)
- d) Career Innovation Center Agreement Update for 25-26
 - i) Recommendation: Follow the 2021 agreement for 25-26, track actual expenses, and review actual expenses prior to budgeting for 26-27.
- e) Authorized C3TEC users and signers for First International Bank (**Approval Request**)
 - i) I move to approve the recommended positions and individual as authorized users and signers on the C3TEC account at First International Bank including C3TEC Director – Denise Jonas, SEEC Business Services Director – Hunter Diegel, C3TEC Board Chair – Patti Stedman.
 - ii) I move to approve the authorization of C3TEC credit card services through First International Bank & Trust for the above-mentioned card holders and respective maximum limits, C3TEC Director – Denise Jonas - \$10,000, C3TEC Administrative Assistant - Wanda Stenerson - \$5,000, Fargo Administrative Assistant - Idette Graham - \$5,000
- f) NDCTE WBL Grant for 2025-2027 – Approval of Agreement. (**Approval Request**)
 - i) I move to approve the grant extension agreement with the ND Department of Career and Technical Education for the Work-based Learning grant extension (2025–2026 and 2026–2027 school years), pending continued adherence to grant expectations and submission of required reporting.
- g) Grant Opportunity – (**Approval Request**)
 - i) I move to approve the ND Department of Commerce – Workforce Development Division grant between ND Department of Commerce – Workforce Development Division - \$200,000 – In partnership with the ND Building Trades Union, C3TEC, and NDSCS for the purchase of heavy equipment simulators for the CIC Building Trades program.

VI) Announcements

- a) CIC Ribbon Cutting – August 18, 2025 – 11:00 – 1:00 pm
- b) Governance Board Annual meeting – August 20, 2025 – Career Innovation Center – 5:30 – 7:00 pm