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

Governing Board Annual Meeting

Wednesday, November 19, 2025 - 5:30 – 7:00 pm

Location- Teams: Join the meeting now

Meeting Materials (click for materials)

5:30 pm - Call to order – Patti Stedman

Introductions

Approval of Agenda

Consent Agenda

- Approval of the minutes of the last meeting - Governance Board - August 20, 2025 (document link)
- C3TEC financial report as of October 30, 2025 (folder link)
    - Motion: To approve consent agenda reports.

Budget, Financial Reports, and Agreements

- Review Board Budget memo (document link)
- Individual District Service Agreements for 25-26 (folder link)
- Work-based Learning Business Partnership Agreement 25-26 (document link)
- Emergency Medical Responder Agreement (document link)
- 25-26 – November Revised Budget and Service Agreements
    - Motion: To approve the 2025-2026 revised C3TEC Budget as per the 11-19-25 Board Budget Memo and local school district service agreements for staffing.

Program Updates

- C3TEC and CIC - Semester 2 opportunities (C3TEC website link) - Denise
- Career Development Program of Work – recommendation to align activities across member schools - Denise
- Agricultural Education program update CIC - Morgan
- Construction – Building Trades at the CIC - Ryan
- Heavy Equipment Operations at the CIC - Denise
- Manufacturing at the CIC - Ryan
- C3TEC Work-based Learning grant – Business Partner Liaison Update – Shanda
- Center Enrollment – access to PowerBI, C3TEC = 1170

Unfinished Business

- Grants – Perkins V 25-26 - $50,000 + $15,000 Xcel
    - Motion: I authorize the use of Xcel and Perkins grant funding for the purchase of CM Lab simulators to support the Heavy Equipment Operations program.
- www.casscte.com – Intent to Participate – Semester 2
- C3TEC Vision Visit Report – held September 29 – Oct. 2 – (DRAFT Summary Report link)
- ND DCTE New Funding Policy Update – Approved October 27, 2025 (website link))

New Business

- 2026-2027 – C3TEC Program of Studies – DRAFT 1 (document link)
- Wilkin Homes – Park Model project (agreement link)
    - Motion: I authorize the Director of Career and Technical Education to execute the agreement with Wilkin Homes to continue construction of park model homes for sale through their local realtor.
- Career Innovation Center – anticipated program staffing needs for 2026-2027
    - Fire Fighter I & II courses – (proposal link)
        - Motion: I move to authorize the Director of Career and Technical Education to explore partnerships with the local Fire Departments and NDSCS for staffing, curriculum, and equipment to launch a high school Fire Fighter pathway for C3TEC.
    - Agriculture Education – 1 FTE
        - Motion: I move to authorize the Director of Career and Technical Education to explore options for the advertising of a full-time Agriculture Education teacher for 2026-2027 with contract based following spring registration.
- Strategic Plan Review – C3TEC Coordinator Support structure (document link)
    - Administration - C3TEC Coordinator Transition
        - Motion: I move to authorize the Director of Career and Technical Education to explore options to transition the C3TEC CTE Coordinator duties to full time under C3TEC to support CIC programming, rural school support, and specialized resource support.
- CTE Director's Feedback for December 15, 2025.
    - Please provide survey feedback by December 5, 2025 (click for evaluation survey link)

Announcements

- Health, Tech, & Trade Career Expo – December 2, 2025 – Fargo Dome
- NDSCS/C3TEC President-Superintendent Meeting – December 19
- C3TEC Work Group meetings listed below
- C3TEC Governance Board – February 18, 2026

25-26 – C3TEC Member School - Semester 1 & Semester 2 Start & End Dates

Note unique start and end dates for individual school districts. (click name to go to detailed calendar)

- Central Cass Calendar
    a) Semester 1 — August 20 — December 19, 2025
    b) Semester 2 — January 5 — May 21, 2026
- Fargo Calendar
    a) Semester 1 — August 27 — January 15, 2026
    b) Semester 2 — January 20 — June 4, 2026
- Northern Cass
    a) Semester 1 — August 20 — December 19, 2025
    b) Semester 2 — January 5 — May 22, 2026
- West Fargo Calendar
    a) Semester 1 — August 21 — January 9, 2026
    b) Semester 2 — January 12 — May 21, 2026
- NDSCS Calendar
    a) Semester 1 — August 26 — December 19, 2025
    b) Semester 2 — January 13 — May 15, 2026

November 19, 2025	Governance Board	5:30 – 7:00 pm	Teams
November 20, 2025	Principal Advisory Group	2:30 – 3:30 pm	Teams
December 4, 2025	C3TEC Career Development Connect	2:00 – 3:30 pm	Teams
February 18, 2026	Governance Board	5:30 – 7:00 pm	Teams
March 26, 2026	Principal Advisory Group	2:30 – 3:30 pm	Teams
April 15, 2026	Governance Board	5:30 – 7:00 pm	Teams
April 30, 2026	Principal Advisory Group	2:30 – 3:30 pm	Teams
May 8, 2026	Business Managers	1:00 – 2:00 pm	Teams
June 10, 2026	Governance Board	5:30 – 7:00 pm	Teams