



**Career and Technical Education Committee**  
Maine State Board of Education  
Minutes of the January 25, 2018 Meeting

The Career and Technical Education (CTE) Committee held a meeting on Thursday, January 25, 2018 at the Department of Education in Augusta. The following were present: Committee Chair Wilson Hess; John Bird and Jana Lapoint (Board Members); Paul Hambleton, Chief Academic Officer (Department of Education) and Mary Becker, Secretary Associate, State Board of Education.

**I. Call to Order:**

Wilson Hess called the meeting to order at 10:09 AM.

**II. Committee Chair Update: *Wilson Hess***

Chair Hess welcomed all members and guests to the meeting.

**III. Acceptance of Minutes:**

MOTION by John Bird, seconded by Wilson Hess, and voted two in favor with one member abstained (Jana Lapoint) to accept the minutes of the December 28, 2017 meeting as written.

**IV. Standing Reports:**

**A. Financial Reports**

**1) *Perkins***

- Wilson received from Donna Tiner an update on the Perkins Financials
  1. Under the funds committed area, funds technically encumbered. Total uncommitted is largely in the category of state leadership which has wide discretion as to how it can be allocated (not by formula).
  2. Recommendation by the Commissioner for the State Board to approve the financial report.
  3. Both the State and Federal Audits have been scheduled for this year.

**2) *Briggs***

- Additional funding has come forward in 2018
- Donna has booked the encumbered \$30, award to MACTE
- Distribution of the investments from Key Bank Account

## B. Board Approved Strategic Plan Report:

### Strategic Priorities

1. Direct a greater portion of CTE funds towards instruction and instructionally-related services
2. Double enrollment in CTE programs by 2020
3. Introduce CTE instruction into Maine's middle schools
4. Better align secondary and post-secondary CTE offerings and programs

### Milestones Completed

1. By August 2017, with the Maine Department of Education and other stakeholders to develop a position and recommendations, if any, regarding changes to the state funding of career and technical education programs, including:
  - a. Examination of past work on an "EPS for CTE" model,
  - b. Better targeting of Board administered endowment funds,
  - c. And redevelopment of the State's Perkins grant program.
  - d. In the end of 2017, submit any legislation and policy recommendations to the Department of Education and Maine Legislature for consideration during the legislative session.
2. By September 2017 the Board will receive from its CTE Committee its vision for the Strategic Plan, its Strategic Priorities for its implementation, and its recommendations for action on CTE Funding.

### Future Milestones (Focus on 3,4, and 5)

3. By January 2018, the Board will receive recommendations from a review by its CTE Committee regarding the better targeting of Board-administered endowment funds (a.k.a. Briggs Endowment) on:
  - a. How a competitive, open-award process in future years can best achieve the donor's intent and the Board's CRE strategic priorities.
  - b. How these funds can be leveraged, consistent with the Board's CTE strategic priorities and consistent with the donor's intent.
  - c. How the award process can demonstrate the Board's advocacy role for CTE.
  - d. What a reasonable award schedule might look like over a five-year period to achieve an appropriate balance between funds disbursed and funds retained.

This review should be completed by the end of the February 2018 with recommendations before the Board no later than the March 2018 meeting.

4. By January 2018, the Board will receive recommendations from a review by its CTE Committee on the redevelopment of Perkins funds FY 2019 extension to determine how to better achieve the Strategic Priorities
5. By March 2018, the Board will receive recommendations from a review by its CTE Committee to determine if under the FY 2019 extension of the Perkins Grant program the distribution of Perkins funds between secondary and post-secondary (currently 50/50) is consistent with national trends, can be leveraged to achieve better alignment between secondary and post-secondary CTE programs, or can better achieve any of the strategic priorities.
6. By April 2018, the Board will receive the FY 2019 Perkins Grant application.
7. In 2018, monitor implementation of any reforms, legislation, and emerging issues affecting the effectiveness of Maine's Career and Technical Education programs, including (but not limited to):
  - a. Double enrollment in CTE secondary programs by 2020
  - b. Introducing CTE instruction into Maine's middle schools
8. In 2019, monitor implementation of ongoing reforms and emerging issues affecting the effectiveness of Maine's Career and Technical Education programs.
9. In 2019, with a new administration in the Blaine House, convene a Career and Technical Education summit(s), with a diverse group of stakeholders to include higher education to evaluate improvements to the delivery of programs, in light of the emerging economic and educational environment of 2020.
10. In 2020, work with the Maine Department of Education and other stakeholders to develop further policy and legislative recommendations to enhance the delivery of Career and Technical Education programs in Maine.
11. By the end of 2020, submit legislative and policy recommendations to the Department of Education and Maine Legislature for consideration during the legislative session.

**C. CTE Director's Report:**

- 1) Rule Chapter 232 rewrite of entire CTE rules including implementation of CTE in middle schools is in the Commissioner's Office for review. Policy review is scheduled for January 31.
- 2) Chapter 134 CTE Certification Law Changes – Comparing the academic certification law changes to the CTE changes to ensure compatibility.
- 3) Meg provided a list of student

**D. FY 18 School Review Schedule – State Board Observer:**

- 1) Somerset Career and Technical in Skowhegan (March 27-30, 2018) – Wilson Hess
- 2) Presque Isle Regional Career Center (May 1-4, 2018) – Wilson Hess

➤ Wilson attended the State Review for Hancock County Career and Technical Center in Ellsworth on January 22-25. The DOE Team of six staff members were extremely well prepared and this is

Meg Harvey's element for sure. When the team drafts their reports, they spend more than a day projecting on a screen and sharing each team members report. It was a valuable experience for Wilson.

#### **E. Legislative Committee Update (Wilson Hess updated the Committee)**

- 1) LD 47: "An Act to Authorize a General Fund Bond Issue to Fund Equipment for Career and Technical Education Centers"
- 2) LD 669: "An Act to Address the Unmet Workforce Needs of Employers and to Improve the Economic Future of Workers" (shortage on furnace, welding, CNA, computer science, and ship building, etc.)
- 3) LD 1330: "An Act to Authorize a General Bond Issue to Facilitate Innovative Approaches to Regional School Facilities and to Establish the Maine Innovative Regional School Facilities Finance Program"
- 4) LD 1562: "An Act to Authorize a General Fund Bond Issue to Capitalize a Career and Technical Revolving Equipment and Renovation Fund"

#### **V. Special Reports and Presentations:**

##### **A. Paul Hambleton, Chief Academic Officer, DOE**

- 1) Funding for Summer Initiatives:
  - a. Paul spoke with Wendy Ault and the MELMAC Foundation has an initiative. Their focus is more on pathways to post-secondary. They are looking at ways to develop programs to find a pathway to secondary. Wendy is hoping to schedule meetings with CTE Directors.
- 2) Middle School Implementation
  - a. The DOE is looking at a two-year entry into the middle school project. It would be a couple of years before they achieve a statewide implementation. This coming year, they would pilot in some places and maybe do RFP's or direct contracts with folks like JMG, etc. Paul has already heard from schools asking how they can be a pilot program. The Committee had great discussion on the Middle School Implementation and believes it will be a great program moving forward.

#### **VI. Work Session**

##### ***1) Briggs Endowment***

- The Committee reviewed the Briggs Endowment Financials
  - Ongoing work around a competitive grant award.
  - Examined financial trends for income into the fund and out flows from the fund over approximately a five-year period.
  - Over a three-year period, the Board will target \$50,000 a year to maintain a solid balance in the fund going forward and determine the impact of competitive grant awards over time.
  - Put MACTE in parking lot for now – receiving the funds for this year
  - Decide if doing multiple awards (example – one or three)
  - Design criteria for awards
  - Go to Governor for sign off

- Make announcement
- Define Criteria
- Launch by March/April
- Work with DOE to conform to everything

2) *Perkins*

- Wilson attended the Education and Cultural Affairs Committee meeting two-weeks ago to hear Derek Langhauser, President of the Community College System, report out to the Committee. Wilson had a conversation with President Langhauser after the presentation regarding secondary and post-secondary credit articulation and he has agreed to a discussion. Wilson will follow up with a letter to President Langhauser.

**VII. New Business:**

A. Perkins Financial

- a. The Committee reviewed the quarterly financial report relative to the Perkins Program and received a recommendation from the Commissioner.

MOTION by John Bird, seconded by Jana Lapoint and unanimously voted by those present to endorse Commissioner Hasson's recommendation that the State Board of Education approve the quarterly report for the period October 1, 2017 through December 31, 2017, of the State of Maine Five-Year Plan for Career and Technical Education under the Carl D. Perkins Career and Technical Education Act of 2006 (P.L. 109-270)

**Handouts at Meeting** (copies in file)

- Draft minutes of December 28, 2017 Committee meeting
- Exhibit – Request Approval of the Quarterly Report of the Maine Carl D. Perkins Grant as authorized under the Carl D. Perkins Career and Technical Education Act of 2006 (P.L.109-270) (A)
- Carl D. Perkins Report for Period Ending 12/31/2017 (B)
- George Briggs Funds – Grant Cycle July 1 to June 30 (C)
- Copy of Distribution to Beneficiary (D)
- Briggs Account Statement (E)
- Authority for Program Review (G)
- List of upcoming CTSO competitions (H)

The next CTE Committee meeting is scheduled for Thursday, March 1, 2018. The meeting will be held in room 538 at the Cross State Office Building.

The CTE Committee meeting adjourned at 11:59 AM.