



**Career and Technical Education Committee**  
Maine State Board of Education  
Minutes of the April 22, 2021 Meeting

The Career and Technical Education (CTE) Committee held a virtual meeting on Thursday, April 22, 2021. The following were present: Committee Chair John Bird; Wendy Ault; and Wilson Hess (Board Members). Dwight Littlefield, CTE Director (Department of Education); and Mary Becker, Secretary Specialist, State Board of Education.

Guests: Dave Keaton, Director, Region Two School of Applied Technology; Bobby Deetjen, Director of Mid-Coast School of Technology; Joan DeCosta, Perkins Grant Coordinator, Maine Community College System; Jason Judd, Executive Director, Educate Maine; and Kate Leveille, Project Manager, Hart Consulting.

**I. Call to Order:**

John Bird called the meeting to order at 10:00 AM.

**II. Committee Chair Overview: *John Bird***

Chair Bird welcomed all members and guests to the meeting and reviewed the agenda.

**III. Acceptance of Minutes:**

MOTION by Wendy Ault, seconded by Wilson Hess, and unanimously voted by those present to table the February 25, 2021 minutes for approval at the May 27, 2021 committee meeting, pending receipt of requested information to be added to the current draft.

**IV. Standing Reports/Updates:**

A. Financial Reports

- 1) Discussion and approval of FY 2022 Perkins Budget for 2021-2022
  - i. The Committee reviewed the FY 2022 Perkins Budget report for 2021-2022
  - ii. Review of the Perkins quarterly report for period January 1, 2021 through March 31, 2021
- 2) Briggs Fund Balances YTD
  - i. The Committee reviewed the report of the Briggs Fund balances. No grants were awarded in FY21. Balance of \$177,547.67

B. Strategic Priorities

## **B. Board Approved Strategic Plan (2019) and Milestones:**

### Strategic Priorities

1. Direct a greater portion of CTE funds towards instruction and instructionally-related services
2. Increase experiences in grade 9-12 CTE program areas by 2023 with special emphasis on grade 9-10 concentrators.
3. Introduce and support CTE exploration programs to Maine's middle level students.
4. Better align and support secondary and post-secondary CTE offerings and programs.

Revision of plan details for 2020: Continue efforts to build a robust, high quality, and comprehensive educational offerings that lead towards careers:

- Greater percentage of funds to instruction
  - Increase experiences in Grade 9-12 CTE program areas as space and other constraints permit
  - Align secondary/post-secondary CTE credit awards
    - Develop MDOE/MCCS Memorandum of Understanding by November 2018 to coordinate with Perkins V transition review process
  - Continue Perkins redeployment to support Strategic Priorities
    - Through use of carry-over funds (December 2018)
    - As part of Perkins 2020 state funding plan (April 2019)
  - Continue to re-deploy Briggs Funds to support Strategic Priorities (January 2019)
  - Continue support for Middle School Implementation and funding (September 2019 Perkins carry-over funding)
  - Streamline CTE program approval process
1. In 2019, monitor implementation of ongoing reforms and emerging issues affecting the effectiveness of Maine's career and technical education programs.
  2. 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.
  3. 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.
  4. By the end of 2020, submit legislative and policy recommendations to the Department of Education and Maine Legislature for consideration during the legislative session.

### 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. At 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.
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. ***Moved forward to full State Board***
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): EPS Funding Level has been Endorsed by the Legislature
  - a. Double enrollment in CTE secondary programs by 2020
  - b. Introducing CTE instruction into Maine’s middle schools

**Future Milestones:**

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.

MOTION by Wilson Hess, seconded by John Bird, and unanimously voted by those present to recommend the State Board of Education approve the FY 2022 Perkins State Budget for the period of July 1, 2021 through June 30, 2022 in accordance to §121 of the Strengthening Career and Technical Education For The 21st Century Act (P. L. 115-224) at the May 12, 2021 meeting.

MOTION by Wendy Ault, seconded by John Bird, and unanimously voted by those present to recommend the State Board of Education approve the Quarterly report for the period of January 1, 2021 through March 31, 2021, of the State of Maine Plan for the Strengthening Career and Technical Education For The 21st Century Act (P. L. 115-224) at the May 12, 2021 meeting.

**V. Workshop:**

Topic: Preliminary discussion of potential proposals for use of both the Perkins Reserve Funds for Secondary Programs for 2021-2022 (i.e., \$364,953) and available fund balances from the George Briggs Funds.

The funding for Grades 9 and 10 pilot programs carried out in 2019-2020 came from Perkins Carryover Funds. Despite the overall success of the pilot program project, the Committee did not follow up with this program in the current year, 2020-2021, but instead, following conversation with MACTE representatives, dedicated this year’s Perkins funding to meet more urgent needs related to equipment and supplies.

It was suggested by Wendy Ault that the Committee have a facilitated conversation before the 2021-2022 school year begins to better understand the overall needs of the CTEs. Such a conversation will be especially timely, given the unprecedented infusion of federal funding coming into the state. Furthermore, it was agreed that the facilitated discussion should be informed by the results of a comprehensive survey of all Centers and Regions.

Jason Judd offered Educate Maine’s services in both coordinating and collating the survey and facilitating the structured conversation noted above.

Bobby Deetjen noted that he is developing a survey (to be initially shared with Dave Keaton) that will give a snapshot of the needs of all 27 centers and regions. The survey will show short-term and long-term needs for each center/region and will be presented to the CTE Committee for review prior to being administered.

At the April 14, 2021 State Board of Education meeting, an ad-hoc committee was appointed to advise the Commissioner of Education on creative ways to utilize American Rescue Plan Funds to the best advantage of education in Maine. John Bird is the chair of the committee. CTE needs will be an important part of the ad hoc committee's deliberations.

To that end, Wilson Hess suggested reaching out to encourage the Commissioner to engage stakeholders directly to see how CTE could utilize funding. The Committee enthusiastically endorsed Chair Hess' initiative.

## **VI. Updates:**

Status and discussion of CTE-related legislative initiatives pending in the current legislative session.

The Committee held a discussion on CTE-related bills and received input from CTE Directors.

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

- Agenda
- Draft minutes of the February 25, 2021 committee meeting
- Exhibit for approval of the quarterly report of the Maine Carl D. Perkins grant
- Perkins report for period ending March 31, 2021
- Exhibit for approval of the FY22 budget allocation of the Maine Carl D. Perkins grant
- Budget report – estimated FY2022 Perkins V
- Report for the George Briggs funds

The next Committee meeting is scheduled for Thursday, May 27, 2021 at 10:00 AM, by Zoom again. More details to follow.

The April 22, 2021, CTE Committee meeting adjourned at 10:55 AM.

Respectfully submitted,  
Mary Johnson Becker  
Secretary Specialist,  
Maine State Board of Education