



Career and Technical Education Committee
Maine State Board of Education
Minutes of the August 27, 2020 Meeting

The Career and Technical Education (CTE) Committee held a virtual meeting on Thursday, August 27, 2020. The following were present: Committee Chair John Bird; Wendy Ault; Jana Lapoint; Jane Sexton; and Wilson Hess (Board Members). Dwight Littlefield, CTE Director; and Donna Tiner, Perkins Grant Manager (Department of Education); and Mary Becker, Secretary Specialist, State Board of Education.

Guests: Amy Boles, Director, Hancock County CTE Center; Staci Grasky, Perkins Grant Manager, Maine Community College System; Joan DeCosta, Perkins Grant Coordinator, Maine Community College System; Jason Judd, Executive Director, Educate Maine; and Kate Leveille, Evaluation Associate, Hart Consulting.

I. Call to Order:

John Bird called the meeting to order at 10:03 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 Jana Lapoint, seconded by Jane Sexton, and unanimously voted by those present to accept the July 23, 2020 minutes as amended.

IV. Standing Reports/Updates:

A. Financial Reports

1) *Perkins*

- i. Donna Tiner reported that the three-month extension issued for the use of funds to September 30th is coming up soon. She is sending reminders out to directors.

2) *Briggs*

- i. No changes.

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.

V. Workshop:

Review (and revise as needed) Goal #1, “Strengthen Career and Technical Education,” pp. 4-6 of the MSBE “Strategic Vision for Education in Maine”, 2016-2021

The Committee reviewed the 2016-2021 Strategic Plan and 2019 Action Agenda – Appendix B-II – Continue Efforts to Build a Robust, High Quality, and Comprehensive Educational Offerings that Lead Towards Careers.

- Continue emphasis on CTE Strategic Priorities
- Develop Transition Plan for Strengthening Career and Technical Education for the 21st Century Act (Perkins V)
- Study Workforce Needs Data
- Develop a Statewide CTE Plan

The Committee had conversation on the action agenda and John Bird will draft the 2020-21 strategic plan update to share with Committee members and present to the full Board at the September 9, 2020 Board meeting. See attachment.

VI. Other Business

A. Industry Certifications

The Committee expressed their support for industry certifications for CTE students. Dwight Littlefield gave an update on the status:

- A concern remains with Early Childhood – communication is being made with Early Childhood Instructors. Bringing little ones into CTE centers with guidance is up to the childcare centers.
- CNAs - For the fall, it will be difficult for students to get their hours as they cannot get into clinical sites. The focus now is how to get students back into school.
- Welding – Superintendents were able to get students into Eastern Maine Community College for testing.
- It is difficult to plan until they know what each district will be doing this fall.

B. Perkins V carryover funding and application process for 2021

The Committee agreed on the application process in an earlier meeting. Donna Tiner reported that there is no news on carryover funding. The Committee needs to look at reserve fund money and determine what to do with it. A conversation will take place at the next Committee meeting.

C. MACTE Leadership Transition

Dwight Littlefield reported that the executive committee has completed the first and second round of interviews. They are currently in a holding pattern. No MACTE meeting has been held for the past three months. The executive committee has parceled out the work between them.

Dwight and Rob Callahan, Director of Lewiston Regional Technical Center, speak weekly on Thursday mornings to update on what is happening in the field. They have a very positive relationship.

CTE Directors Conference

Jason Judd announced that the CTE Directors Conference will be held virtually on October 9, 2020. The event will be from 8:30 AM to 2:30 PM. There will be a variety of virtual sessions to attend with the Commissioner of Education speaking. The President of the Community College will be speaking as well. It is being coordinated and built on some of the work of MACTE. Board members are welcome to participate, observe or present. A new partnership this year, which is great - they are working with Wendy Ault and MELMAC grantees which will also be included in the event.

Handouts at Meeting (copies in file)

- Agenda
- Draft minutes of the July 23, 2020 committee meeting
- Strategic Plan 2016-2021 and Action Agenda

The next Committee meeting is scheduled for Thursday, September 24, 2020 at 10:00 AM, by Zoom again. More details to follow.

MOTION by Jana Lapoint, seconded by Jane Sexton, and unanimously voted by those present to adjourn the August 27, 2020 CTE Committee meeting at 11:26 AM.

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