



Career and Technical Education Committee
Maine State Board of Education
Minutes of the July 23, 2020 Meeting

The Career and Technical Education (CTE) Committee held a virtual meeting on Thursday, July 23, 2020. The following were present: Committee Chair John Bird; Wendy Ault; Fern Desjardins; 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.

Excused: Jana Lapoint

Guests: Amy Boles, Director, Hancock County CTE Center; Julie Kenny, Director, Bath Regional CTE Center; Staci Grasky, Perkins Grant Manager, Maine Community College System; Jason Judd, Executive Director, Educate Maine; and Patricia Hart, Owner, Hart Consulting.

I. Call to Order:

John Bird called the meeting to order at 10:04 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 John Bird, and unanimously voted by those present to accept the May 28, 2020 minutes as amended.

IV. Standing Reports/Updates:

A. Financial Reports

1) *Perkins*

- i. Donna Tiner briefed the Committee on the Perkins fourth quarter report YTD. The report currently shows a higher balance as schools were planning on using funds throughout the summer months for 9th and 10th grades. Due to schools not being in session, a three-month extension has been issued for the use of funds to September 30.

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:

- A. Educate Maine/Hart Consulting evaluation of Perkins-funded CTE grants for Grades 9-10 pilot projects – consideration of needs and questions (Patricia Hart)

Patricia Hart shared the Educate Maine/Hart Consulting CTE Evaluation Workplan – July 23, 2020 and the Overarching Evaluation Questions to Guide the Review.

The Maine State Board of Education issued a request to CTE centers in Maine seeking proposals to develop, implement, and test pilot programs for 9th and 10th grade students. As a Perkins Title V grant recipient, the State Board is seeking input and feedback on the RFP process, experiences with the pilot work, and recommendations on spreading best practices statewide. Evaluation Questions:

- What worked well about the RFP process?
- What projects were implemented and how they were implemented?
- How did the projects engage students?
- What was the CTE staff and director’s experience with the pilot projects?
- What were the sending school experiences?
- How can the best practices be shared and spread to CTE programs statewide?

The Committee held a conversation on clarifying the timing, a starting point, what they would like to learn, and how to get materials to the Board in October. Schedule:

- October for input from the CTE Committee
- October for materials ready to go out
- November is the best time to engage with Directors – materials to be sent out by the DOE Certification Office – (Dwight Littlefield)
- December 31st wrap up

The Committee gave Hart Consulting guidance on the review and approval. The Committee will review all materials and provide input with final approval communicated on behalf of the CTE Committee by Committee Chair John Bird.

VI. Other Business

A. Industry Certifications

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

- Most of the CNAs were tested back in June, following guidelines. For the fall, it will be difficult for students to get their hours as they cannot get into clinical sites
- Early childhood – plans for the fall are difficult as districts will not let pre-schools open.
- Plans are being drafted for the culinary arts in regard to kitchens opening.
- It is difficult to plan until they know what each district will be doing this fall.
- More guidance has been released from the DOE.
- CDL was a struggle – DOT provided guidance and testing sites.
- Early childhood will take some coordinating with instructors.
- The DOE is making connection with facilities – focused on scheduling and how to reopen schools.
- ESSER Funds and CRF – Corona Relief Funds – going directly to RSUs and may be able to use for CTE. Directors need to speak with their superintendents.

B. Perkins V carryover funding and application process for 2021

The Committee has previously discussed the application process and agreed that they would not use the RFP process this year but would use the “willing and qualified” process. This would all be an outgrowth of completing the current projects this year, including evaluation, before going forward with 2021.

C. MACTE Leadership Transition

Amy Boles reported that the executive committee has completed the first and second round of interviews. An offer was made but the individual turned it down.

Jason Judd reported that Amy Boles is joining the Board of Directors at Educate Maine and will serve a 3-year term.

MOTION by John Bird, seconded by Wendy Ault, and unanimously voted by those present to accept the Perkins financial report for period ending June 30, 2020 as presented and recommend that the full Board accept the report at its August 11, 2020 meeting.

Handouts at Meeting (copies in file)

- Agenda and Draft minutes of the May 28, 2020 committee meeting
- George Briggs Funds – Grant cycle July 1 to June 30
- Exhibit – Approval of the quarterly report of the Maine Carl D. Perkins Grant as authorized under the Strengthening Career and Technical Education for the 21st Century Act (P.L. 115-224)
- Carl D. Perkins – Maine State Board of Education Report for period ending June 30, 2020
- Educate Maine/Hart Consulting CTE Evaluation Workplan – July 23, 2020
- Evaluation of the Maine Department of Education CTE Pilot Programs – Educate Maine/Hart Consulting – July 24, 2020

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

The CTE Committee meeting adjourned at 11:23 AM.

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