



**Career and Technical Education Committee**  
Maine State Board of Education  
Minutes of the November 4, 2021 Meeting

The Career and Technical Education (CTE) Committee held a virtual meeting on Thursday, November 4, 2021. The following were present: Acting Committee Chair Wendy Ault; Paulette Bonneau; and Fern Desjardins (Board Members). Donna Tiner, Perkins Grant Manager (Department of Education); and Mary Becker, Secretary Specialist, State Board of Education.

Guests: Dave Keaton, Executive Director, MACTE; Julie Kenny, Director, Bath Regional Technical Center; Bobby Deetjen, Director of Mid-Coast School of Technology; Amy Boles, Director, Hancock County CTE Center; Joan DeCosta, Perkins Grant Coordinator, Maine Community College System; Jason Judd, Executive Director, Educate Maine; and Mercedes Pour, Director of College Access, Maine Community College System.

The meeting convened virtually via Zoom under Provision 1 of the State Board of Education's remote meeting policy due to the COVID-19 surge.

**I. Call to Order:**

Wendy Ault, Acting Committee Chair, called the meeting to order at 10:04 AM.

**II. Committee Chair Overview: *Wendy Ault***

Wendy welcomed all members and guests to the meeting and reviewed the agenda.

**III. Acceptance of Minutes:**

MOTION by Paulette Bonneau, seconded by Wendy Ault, and unanimously voted by those present to accept the August 26, 2021 minutes as presented.

**IV. Public Comment:**

No public comment.

## V. Standing Reports/Updates:

### A. Financial Reports

#### 1) Perkins Fund Balances YTD

- Donna Tiner reported that everything is on track. The fiscal report the Committee received is for the first quarter of FY 22.
  - The report shows allocations for the three years currently working on.
  - FY 21 ended on September 30<sup>th</sup>.
  - Waiting for a few invoices to come in.
  - Still have \$454,000.00 for targeted reserve for FY 22 for State Board projects.
  - With invoices that have come in, there will be \$50,000.00 in additional funds.
  - Estimates approximately \$500,000.00 will be available for initiatives under targeted reserves.

#### 2) Briggs Fund Balances YTD

- Payment that generally arrives from the IRS over the summer has not been received to date. Balance is \$177,547.67.

### B. Updates

#### 1) State CTE Director's Update (*Dwight Littlefield*)

- Donna Tiner presented Dwight Littlefield's written report.
- The first work group meeting was held for LD 313. The group discussed certification and there was support to move endorsements to align with CIP codes. Also, supported including work experience in industry as part of the process. Dwight will be convening a small committee of directors and others to work on language for endorsement for Student Service Coordinator and Career Counselor.
- Submitted a business case (part A) for ARPA \$20 million. Once approved, they need to submit part B to prepare for final approval.
- Finalizing enrollments for this year. Dwight does not have a solid number, but he is pleased to report that it will be over 9,000 students enrolled in CTE programs for the first time.

#### 2) Educate Maine Update (*Jason Judd*)

- Jason is interested in learning what data the Committee would like to collect. He plans to present the data requested to the CTE Committee in December.
- Jason offered recommendations for data and asked for input:
  - Overall trend enrollment
  - By region
    - By program (including new programs that have been added)
  - Growth/decreases
  - Problematic area – health care, specific program growth
  - By Gender/race
  - By Grade of enrollment – 9 to 12
  - Sunset programs that have ended - from last year to this year
- Jason reported that he met with Dwight Littlefield and Shawn Lagasse regarding what data is collected by the DOE. Dwight and Shawn are very willing to present data to the CTE Committee on a regular basis.

### **3) MACTE Update (*Dave Keaton*)**

- Dave Keaton reported that he attended the LD 313 group meeting as an observer. Rob Callahan is the designated CTE participant.
  - Over 9,000 Maine CTE students enrolled
  - Statewide inventory for programs
  - Talked about certification – research endorsement area. Funded for but no endorsement code. Create a work group to develop criteria for endorsement. MACTE will be meeting on Monday, November 8, to draft what the requirements would be.
- At the meeting with the Commissioner this morning it was reaffirmed that there will be no waivers and 175 school days will be required.
- Dave invited other CTE Directors present to provide their updates.
  - Amy Boles shared that staff morale is a high priority. There are a large number of COVID-19 cases in her area and mental health levels are very high.
  - Julie Kenny stated that students are quarantining sometimes 3 and 4 times due to exposure. She too is concerned with staff morale managing the numerous challenges presented by COVID.

### **4) Community College Update (*Mercedes Pour and Joan DeCosta*)**

- Mercedes reported that she is the Community College System representative on the LD 313 group.
- There is an opportunity to do a statewide research inquiry into policies around dual and concurrent enrollment in terms of equity and access. This will take place over the next three to four months. Twelve seats in terms of interviews. A quarter will be high school, a quarter will be CTE representatives, a student services director, faculty member, CTE director and then statewide organizations. There will be people that will sit in as an observer but cannot answer research questions, just a listening role. Report will look specifically at policies not practice. This will be aspirations program and institutional policies, at the college level – looking at the Community College and the University programs. Hoping to have two members of the education committee and one from the newly formed affordability commission. This inquiry will be as transparent as possible. There will be no cost to the State of Maine.
- Wilson had requested that she showcase some of the new data platform. Mercedes shared the data collected from a shared data base which included concurrent courses being offered by the Maine Community College only and the majority of courses that are being offered within CTEs.

### **5) Other Updates**

- No additional updates

## **VI. Workshop:**

### **A. Strategic Plan Review and Retreat Follow-up**

The CTE Committee will review and finalize CTE priorities with their goals and milestones at the November 18, 2021 committee meeting.

## **VII. Old Business:**

### A. Briggs funding – Consideration of MACTE Sponsorship Proposal for FY 2022

The Maine Administrators of Career and Technical Education (MACTE) is requesting \$30,000 from the George W. Briggs Fund for the 2021-22 school year. The plan is to utilize the grant funds to align with the State Board of Education's strategic priorities.

Rather than focus on the proposal Dave Keaton submitted to Wilson Hess, the conversation turned to an immediate need identified by the Executive Committee of MACTE.

Julie Kenny reported that the executive committee met and discussed with membership the possibility of another request for Briggs Funds to support a winter meeting. A MACTE goal for FY 22 is to actively increase membership participation to help develop statewide CTE initiatives. She is proposing a two-day conference for Directors over the winter to identify strategic priorities for CTEs. One of the goals is to align that strategy with State Board of Education goals. Bobby Deetjen has contacted the Samoset Resort regarding timing. They have identified two days in February for an overnight conference (Feb 3 and 4, 2022).

MOTION by Paulette Bonneau, seconded by Wendy Ault, and unanimously voted by those present to recommend the State Board of Education approve carving out \$10,000.00 from the annual request for funding from the Briggs Fund to support MACTE for a winter retreat on February 3 and 4, 2022 at the Samoset Resort in Rockland.

The Committee will continue to discuss other aspects of the MACTE Proposal at the November 18, 2021 CTE Committee meeting.

## **VIII. New Business:**

### A. Perkins V – Consideration of first Quarter Fiscal Report

MOTION by Paulette Bonneau, seconded by Wendy Ault, and unanimously voted by those present to recommend that the State Board of Education approve the Quarterly Report of the Maine Carl D. Perkins Grant for the period of July 1, 2021 through September 30, 2021 of the State of Maine Plan for the strengthening Career and Technical Education for the 21<sup>st</sup> Century Act (P.L. 115-224) at the Board's November 10, 2021 meeting.

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

- Agenda
- Draft Minutes of the August 26, 2021 Committee Meeting
- MACTE Briggs Grant Request

The next Committee meeting is scheduled for Thursday, November 18, 2021 at 10:00 AM.

### **Adjournment:**

The November 4, 2021, CTE Committee meeting adjourned at 11:33 AM.

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