



Career and Technical Education Committee
Maine State Board of Education
Minutes of the September 23, 2021 Meeting

The Career and Technical Education (CTE) Committee held a virtual meeting on Thursday, September 23, 2021. The following were present: Committee Chair Wilson Hess; Wendy Ault; Paulette Bonneau; and Fern Desjardins (Board Members). Dwight Littlefield, CTE Director; 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 the State Board of Education's remote meeting policy due to the COVID-19 surge.

I. Call to Order:

Wilson Hess called the meeting to order at 10:00 AM Under Provision 1 of the State Board of Education's Remote Participation Policy.

II. Committee Chair Overview: *Wilson Hess*

Wilson welcomed all members and guests to the meeting and reviewed the agenda. He thanked Mercedes Pour for joining the meeting as well as other monthly guests.

III. Acceptance of Minutes:

No minutes for approval.

IV. Public Comment:

No public comment.

V. Standing Reports/Updates:

A. Financial Reports

1) Perkins Fund Balances YTD

- Donna Tiner reported that invoices are trickling in and schools have until the end of October to submit reimbursement. It will be November/December before she will know how much is remaining in reserve funds as carryover.

2) Briggs Fund Balances YTD

- No checks received to date. A balance remains just a little over \$180,000.00.

B. Updates

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

- Dwight reported from Atlanta where he is attending an annual conference with an organization that the DOE has partnered with for several years. The group assists with some of the CTE assessments. An example would be law enforcement as CTE works closely with the Criminal Justice Academy.
- Danielle Despina, CTE Office, is currently working on the Methods of Administration Reviews which are completed in conjunction with school reviews. The Office of Civil Rights requires CTE site visits as part of its vocational education methods of administration in compliance with school districts that receive federal funds. They look at equity and civil rights every two years. The report has been sent to Civil Rights and Dwight has received great feedback.
- His team has started full standards review of CTE programs. Beginning with automotive and electrical, working closely with instructors. It will take approximately one and a half years to complete as some programs will be more challenging.
- Dwight has received a go ahead with conceptual conversations on Rule Chapter 232: "Standard Criteria for Maine Secondary Vocational Programs".

2) Educate Maine Update (*Jason Judd*)

- Since the last committee meeting, Jason has held meetings with folks about CTE data collection. The goal is to understand what data is being collected already and when it is being collected with a goal to make data collection efficient to people in the field as well as provide data that the State Board needs for decision making and planning.
- Jason has had one-on-one conversations with folks about data collection.
 - Jason met with Dwight Littlefield and Shawn Lagasse regarding what data is collected by the DOE and briefed the Committee on those data items. Dwight and Shawn are very willing to present data to the CTE Committee on a regular basis.
 - Jason also met with Lucas Caron on the data that is collected by MELMAC and briefed the Committee on the data collected.
- Following a summarized report to the Committee, Jason answered follow-up questions. Wilson Hess requested that Jason send to Committee members a summarized memo of his report on data collection.

3) MACTE Update – Conclave (*Dave Keaton*)

- Dave Keaton reported that MACTE has recently held several executive committee meetings as well as regular meetings. With a relationship he has

with the Adult Ed Community and the Director of Adult Ed, Shirley Wright, they have met to see what things they have in common and how they might expand the relationship with Adult Ed and CTEs. He will be meeting with Shirley again next week to discuss more points that they can have for discussion with statewide agreements between CTEs and the Adult Ed Community.

- Julie Kenny reported that the MACTE Conference scheduled for October 8 has been canceled. They will all be hosting statewide tech updates with programs. A director will be on with all the instructors across the state that teach that specific program. Will be doing building base learning as well.
 - The executive committee met and discussed with membership the possibility of putting together another request for Briggs to support a winter meeting that was proposed earlier. Developed a MACTE goal for FY22 to actively increase membership participation to develop statewide CTE initiatives. A two-day conference over the winter to identify strategic priorities for CTE that align with State Board of Education goals. Bobby Deetjen will reach out to the Samoset to get a quote for the conference.
- 4) Community College Update (*Joan DeCosta and Mercedes Pour*)
- Mercedes reported on the Community College Systems interaction with their CTE partners. The more early reads they can get from CTE Directors on what is going on and how it is aligning with other efforts and the Board's direction it is wonderful way to get information. One-third of concurrent dual enrollment happens within and in partnership with CTE Centers. These are courses that happen within CTEs. A new enrollment portal is on-line. She will have access to dual enrollment data and what courses are being offered with the 27 CTEs. A data report will be available for Mercedes to share with the Committee in late October.
- 5) Other Updates
- No additional updates

VI. Workshop:

A. Strategic Plan Review and Retreat Follow-up

The CTE Committee considered its strategic planning priorities at its July and August meetings. In addition to its own members it considered input "from the field." That input included representatives from the State CTE Director, the Community College of Maine System, Educate Maine, MELMAC, representative CTE directors and MACTE. It also considered input from the strategic planning session at MACTE's Annual Conclave and data generated by a yet-to-be-released MEPRI study. Input was also generated at the Board's annual retreat under the facilitation of Dr. Robert Hull, NASBE President.

- Wilson Hess shared a Summary of Categories and Selected Components:
 - Sustainable Funding
 - Program Opportunities
 - Alignment and Engagement
 - Systemic Challenges
 - Data Needs
- Wilson also shared with the Committee the MACTE 2021 Conclave Workshop Notes – July 27, 2021, the August 10, 2021 Retreat Feedback and the Planning Brainstorming Feedback

from the July 22, 2021 CTE Committee Meeting.

- The four strategic priorities from the current strategic plan:
 1. Direct a greater portion of CTE funds towards instruction and instructionally related services
 2. Increase experiences in grades 9-12 CTE program areas by 2023, with special emphasis on grades 9-10 concentrators
 3. Support the continued development of middle school CTE programming
 4. Better align secondary and post-secondary CTE offerings and programs

The Committee held discussion for the strategic plan with input from all in attendance. Wilson Hess will bring greater order to the plan prior to the next Committee meeting in October.

VII. Old Business:

No Old Business to consider.

VIII. New Business:

A. MACTE Sponsorship Proposal for FY 2022

The Maine Administrators of Career and Technical Education (MACTE) is requesting \$30,000 from the George W. Briggs Grant 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.

Dave Keaton presented MACTE's request for \$30,000 of support for FY 2022. The Committee asked a series of questions around elements of the proposal and requested that it be revised for further consideration at the October meeting.

Handouts at Meeting: (copies in file)

- Agenda
- CTE Strategic Groupings and Their Origins
- Planning Brainstorming Feedback from July 22 CTE Committee Meeting
- MACTE 2021 Conclave Workshop Notes
- August 10th Retreat Feedback
- Planning Brainstorming Feedback from August 22 CTE Committee Meeting
- MACTE Briggs Grant Request

The next Committee meeting is scheduled for Thursday, October 28, 2021 at 10:00 AM.

Adjournment:

The September 23, 2021, CTE Committee meeting adjourned at 11:30 AM.

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