

**MACTE Meeting Minutes
United Technology Center
Bangor, Maine
Jan. 11, 2016**

Directors Present: Glenn Kapiloff, Jim Holland, Greg Miller, Joel Austin, Pete Dawson, Sarah Hanson, Amy Boles, Dave Keaton, Brian Leavitt, Shawn Lambert, David Dorr, Kevin Michaud, Fred Woodman, Don Cannan

Tandberg: Rosie Schacht, Paulette Bonneau, Rob Callahan, Ralph Conroy, David Morse, Brenda Gammon, Mike Johnson, Tim Prescott, Clayton Belanger, Todd Fields, Matt Petermann

DOE: Donna Tiner, Nigel Norton, Meg Harvey, Doug Robertson, Faith

- **President Woodman called the meeting to order @ 9:30 AM**
- **Introductions of participants.** 24 Centers represented
- **Approval of Nov. 11 minutes approved – Keaton – Boles (24-0)**
- **Treasurer’s Report – Don presented the treasurer’s report**
Cash on hand - \$33,415
Accounts receivable: \$50,723
Year to date Expenses: \$67,648
Treasurer’s report approved – Kapiloff - Keaton (24-0)
The executive board approved a revision in the budget for MACTE web site update
- **MACTE web site presentation – *Brian Rahill, Ian Belanger & Monique Bouchard from RainStorm, Inc.*** presented MACTE’s new web site update features. The comprehensive presentation showed a variety of options for the CTE web site including mobile devices applications, QR code uses, data storage and collection, and individual school web options. The new site will be rolled out within a month. WordPress will be the operating platform.
- **Sargent Construction Academy- *Herb Sargent, Jason Frederick & Lori Ouellette from Sargent Construction Corp*** presented an option for CTE seniors to join the Sargent Construction Academy, a six-week program of paid training then work as full time employees. Some great opportunities. The Academy will be accepting 20-30 applicants for this first year.
- **Maine Suicide Prevention program – *Greg Marley, Clinical Director of MSSP,*** and contracted with the State of Maine, presented a myriad of services designed for High School aged students. The growing problem and issues were discussed. Referrals are available for services. Each participant received Greg’s card.

- **DOE Update:** Meg Harvey stated that
 - The assessment team is working hard and working well. We need more people to participate however. There is not travel reimbursement for this work. Perkins funds can be used.
 - Intersections work is continuing- Directors need to support this effort as it impacts what each of our CTE instructors have to teach. If there is no support than the workshops will be canceled. Meg emphasized that all CTE Staff will be compensated for meals, travel and overnight if needed to participate. Substitutes are the responsibility of the school.
 - LD 5012 is a CTE Bond for facility improvement for 25 Million We will need testimony when it is scheduled for hearing. Needs a wording change to include Regions.
 - Cosmetology program approval has been given by both Commissioners Meg is waiting for rulemaking to be developed by Commissioner Head's office. They would give no guaranteed timeline. Hopefully by the start of next school year.
 - School Reviews are continuing however the CTE Team is short with two Staff missing. Meg is asking for names of individuals that may be able to contract out for the facilitations section
 - Pilots for pre-apprenticeships may be in the offering.
 - The Directors will be seeking a meeting with Commissioner Beardsley to talk over needs and support.
 - Please have your instructors complete the google docs surveys on the standards taught in their programs. It is very important that we have the information as we develop the assessment sections. Link was resent.
 - PEPG training available Jan 14. Charles Lamonte, the PEPG specialist will be available to answer questions. Contact Meg if you want to participate and have not signed up.
 - The safety grant is up and running. The policies and safety videos will be available for all schools to use once finalized.
 - Please complete the business Education surveys that was sent from the CTE MDOE office. This information is very important as we determine what a Maine CTE approvable business program will be. The directors will be invited to have input at a future meeting
 - Special populations guidance was sent last week concerning assessment, applications and IEP definitions

- **Standards and Assessment work: The directors approved the following statewide assessment recommendations:**
 1. **Auto Body statewide assessments:** Austin & Lambert - approved (24-0)
 2. **Culinary Arts statewide assessments:** Austin & Kapiloff – approved (23-1) Dawson
 3. **Cooperative Education statewide assessments:** Austin & Lambert (24-0)
 4. **Composite Manufacturing statewide assessments:** Kapiloff & Keaton (24-0)

5. **Building Trades statewide assessments:** Holland & Leavitt (24-0)
6. **Marketing and Sales statewide assessments:** Lambert & Austin (24-0)
7. **Early Childhood Education-** Keaton & Kapiloff (24-0)

The directors approved the following state wide standards

1. **Diversified Occupations Standards:** Dawson & Leavitt – approved (24-0)
 2. **Pre-Engineering:** we will vote at next meeting
- **ACTE ME** – Dave K urged all directors to send at least one representative from each CTE school for the first ACTE ME organizational meeting to be held at **11:30 AM at UTC Bangor on Weds. Jan. 20**. Lunch will be served. I hope all Directors support this effort.
 - **NNE Summer Conference:** This year's conference will be held in **Burlington, VT on July 26, 27, 28**. The Executive Director will send all of you an email for attendance verification. We need to send the info to hold rooms at the **Hilton Burlington Hotel**. I need all this info before the end of this month.
 - **Dates to remember: Student of the Year Banquet: Sat. April 30..... LRTC & next year's CTE Conference – Friday, Oct. 7, 2016.... LRTC.**
 - **Reminder: February is CTE Month. Each of us is encouraged to honor CTE in some way.**
 - **Meeting adjourned @ 12:15 PM**
Next Meeting: March 21, 2016 @ LRTC