



Career and Technical Education Committee
Maine State Board of Education
Minutes of the January 24, 2019 Meeting

The Career and Technical Education (CTE) Committee held a meeting on Thursday, January 24, 2019 at the Department of Education in Augusta. The following were present: Committee Chair John Bird; Wendy Ault; Jana, Lapoint; and Wilson Hess (Board Members). Donna Tiner; Dwight Littlefield; and Margaret Harvey (Department of Education); and Mary Becker, Secretary Specialist, State Board of Education.

Guest: Don Cannan, Executive Director, MACTE; Greg Miller, Director, Region 4, United Technologies Center; and Rob Callahan, Director, Lewiston Regional Technical Center

I. Call to Order:

John Bird called the meeting to order at 10:03 AM.

II. Committee Chair Update: *John Bird*

Chair Bird welcomed all members to the meeting and reviewed the agenda.

III. Acceptance of Minutes:

MOTION by Jana Lapoint, seconded by Wendy Ault, and unanimously voted by those present to accept the January 3, 2019 minutes as written.

IV. Standing Reports:

A. Financial Reports

1) *Perkins*

- i. Donna Tiner distributed the Perkins Financial report for the period of October 1, 2018 through December 31, 2018 (second quarter) and briefed the Committee on the funds. Everything is on course and the report will go before the full Board on February 13, 2019
- ii. Donna Tiner distributed the Perkins Estimated FY18 Carryover Funds report and briefed the Committee on the remaining funds to be distributed in the FY19 Perkins Grant Year. Estimated carryover may increase a bit as the grant money is finalized. Final amount is \$238,950

2) *Briggs*

- i. Donna Tiner distributed the George Briggs Funds report – grant cycle July 1 to June 30 and reported the funds available to date. January installment has been added. Received check in the amount of \$9,341.89. Total = \$166,672.64

B. Board Approved Strategic Plan Report:

Strategic Priorities

1. Direct a greater portion of CTE funds towards instruction and instructionally-related services
2. Double enrollment in CTE programs by 2020
3. Introduce CTE instruction into Maine's middle schools
4. Better align secondary and post-secondary CTE offerings and programs

Revision of plan details for 2019: Continue Efforts to Build a Robust, High Quality, and Comprehensive Educational Offerings that Lead Towards Careers:

- Greater Percentage of funds to Instruction
 - Doubling Secondary CTE Enrollment (to 16,000)
 - Streamline CTE Program Approval Process
 - 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. In 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.

Future Milestones

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
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.

A. John reviewed the Strategic Plan with Committee Members – New Member Wendy Ault asked questions and John briefly went through the Strategic Plan

a. Four priorities –

- i. Key is #2 doubling enrollment in CTE Secondary Programs
- ii. Middle School Enrollment - Grants from Briggs Funding
- iii. Looking at #4 - Better alignment of secondary and post-secondary CTE Offerings and Programs – Will meet with Community Colleges and Secondary schools

B. Working on #5 – will carry-over to next year.

C. On #7 – Recommend: Reviewed the annual milestones - revision of plan for 2019.

a. Monitor start-up of new programs

b. Carry three pieces forward to next year

- i. Double enrollment in CTE secondary programs
- ii. Introduce CTE instruction into middle schools
- iii. Alignment of secondary and post-secondary

C. **CTE Middle School Award Process** (Donna Tiner)

- Mid-Year Reports due in January
- Donna distributed reports from each middle school for Committee members to review
- Some schools are starting middle school activities in the spring
- Skowhegan will be using some internal funds and will be returning some of the funds awarded
- Greg Miller from Bangor briefed the Committee on UTC’s mid-year report
- Meg Harvey is visiting middle schools and gave the Committee an update

D. **Legislative Action Committee Update** (Wilson Hess)

Wilson distributed a Legislative List of Bills and updated Committee members on each

- LD 14: An Act to Improve Science and Engineering for Maine’s Students
- LD 139: An Act to Address the Unmet Workforce Needs of Employers and to Improve the Economic Future of Workers
- LD 161: An Act to Increase Access to Career and Technical Education
- LD 210: An Act to Increase Technology and Engineering Education for Grades 7 to 12
- The Committee will keep an eye on any bond bills coming up this session
- The Legislative Action Committee will be having their first meeting with Karen Kusiak at the Department of Education today – January 24, 2019

E. **Perkins V Transition Plan** (Dwight Littlefield and Donna Tiner)

Dwight Littlefield updated the Committee on stakeholder group meetings.

- The next meeting is scheduled for February 8th and will be held at the Cianbro Institute in Pittsfield
- Regional meetings are to be scheduled. Working with a facilitator for the meetings.
- Meetings scheduled in 2019 for February, May and November

F. **Secondary-Post Secondary Alignment** (Dwight Littlefield)

- No changes

V. **Special Reports and Presentations**

A. Update from MACTE (Maine Administrators of Career and Technical Education) – Don Cannan

- a. Would like the Committees support of Briggs money to continue funding the following statewide activities:
 - i. Annual CTE Conference – all CTE Instructors meet. This year they want to include middle school strategies and best practices for the statewide conference with 400-500 participants. Meet once a year.
 - ii. Support for standards work aligned to program pathways. Each program meets twice a year. Post-secondary Maine Community College invited to participate.
 - iii. Maine CTE student of the year celebration. Each school honors its outstanding CTE student selected by the CTE Center. There will be 200 to 250 parents and teachers in attendance.
- b. Questions Aligned to Strategic Priorities:
 - i. Definition of “double enrollment” in CTE Programs by 2020
 - ii. Introduction of CTE instruction into Maine middle schools
 - iii. What the system goals are
 - iv. Perception on how to serve 48,000 middle school students – part of the “double enrollment – funding sources to grow and implement the goal – expectations of CTE Directors
 - v. Issues with better alignment of secondary and post-secondary CTE offerings and programs
- c. Milestones
 - i. CTE EPS Formula Funding – no equipment/technology dollars
 - ii. CTE Directors involved with Perkins 5-year plan development

B. Update on Middle School Initiatives – Meg Harvey

- a. Meg gave the Committee an update on the middle school initiative.
 - i. Trying to keep flexibility across the State
 - ii. She would like to see a set of standards/learning elements
 - iii. Not all middle school kids have transportation - to job shadow, etc.
 - iv. Career experience – hands-on
 - v. Middle School visits - Grades 6,7, and 8

VI. **Work Session**

A. Secondary-Post Secondary Alignment – Update by Dwight Littlefield

- No changes

VII. New Business

A. Perkins Financial Report

MOTION by Wendy Ault, seconded by Jana Lapoint, and unanimously voted by those present to recommend that the State Board approve the quarterly report for the period of October 1, 2018 through December 31, 2018, of the State of Maine Plan for Career and Technical Education under the Carl D. Perkins Career and Technical Education Act of 2006 (P.L. 109-270) at the February 13, 2019 meeting.

B. Perkins Carryover Report

MOTION by Jana Lapoint, seconded by Wendy Ault, and unanimously voted by those present to recommend that the State Board approve the allocation of \$238,950 (not to exceed) from the Carl D. Perkins Act of 2006 (P.L. 109-270) FY18 Carryover Funds to be distributed in the FY19 Perkins Grant year, in accordance with the FY19 revised Perkins State Plan Extension which aligned funds with the Strategic Priorities of the Maine State Board of Education at the February 13, 2019 Board meeting.

Future Meeting Topics/Presentations:

- CTE Program Grants going forward using Perkins Carryover (FY20) and Briggs Funds – set the stage for announcing RFP framework and process for the February CTE Committee meeting

Handouts at Meeting (copies in file)

- Exhibit – Request Approval of the Quarterly Report of the Maine Carl D. Perkins Grant as authorized under the Carl D. Perkins Career and Technical Education Act of 2006 (P.L. 109-270)
- Perkins Report for Period Ending 12/31/18
- Exhibit – Consideration of the allocation of the Carl D. Perkins Act of 2006 (P.L. 109-270) FY18 Carryover Funds to be distributed in the FY19 Perkins Grant year, in accordance with the FY19 Revised Perkins State Plan Extension which aligned funds with the Strategic Priorities of the Maine State Board of Education
- Perkins Report for Estimated FY18 Carryover
- George Briggs Funds – Report Grant Cycle July 1 to June 30
- Middle School Award – Mid-Year Reports
- Draft Minutes – January 3, 2019
- Talking Points – MACTE (Don Cannan)

The next Committee meeting is scheduled for Thursday, February 28, 2019 at 10:00 AM. The meeting will be held in room 538 at the Cross State Office Building.

The CTE Committee meeting adjourned at 12:20 PM.