



Career and Technical Education Committee
Maine State Board of Education
Minutes of the November 29, 2018 Meeting

The Career and Technical Education (CTE) Committee held a meeting on Thursday, November 29, 2018 at the Department of Education in Augusta. The following were present: Committee Chair John Bird; Wilson Hess; Wendy Ault; and Jana, Lapoint (Board Members). Donna Tiner; Dwight Littlefield; and Jason Libby (Department of Education); and Mary Becker, Secretary Specialist, State Board of Education.

I. Call to Order:

John Bird called the meeting to order at 9:07 AM.

II. Committee Chair Update: *John Bird*

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

III. Acceptance of Minutes:

The October 25, 2018 draft minutes will go before the Committee at the next meeting.

IV. Standing Reports:

A. Financial Reports

1) *Perkins*

- i. Donna Tiner – no update on Perkins Financials

2) *Briggs*

- i. Donna Tiner – no update on Briggs

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)

- A required mid-term report is due in January
- Meg Harvey is visiting middle schools
- New award process
 - Round of grants
 - Perkins funds
 - Invite Meg Harvey to the January 24th Committee meeting

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

The Committee met via conference call on November 20

- Create white paper
- Topics from Board's Strategic Plan and the Commissioner's agenda
- Rule Chapter 115 – Certification and Higher Education Committee (Jane Sexton)
- Support CTE instruction in middle schools – CTE Committee (John Bird)
- Additional funding for school construction – School Construction Committee (Martha Harris)
- Early Childhood and School Safety – Wilson Hess

V. **Special Reports and Presentations**

- A. No Special Reports

VI. **Work Session**

- A. Secondary-Post Secondary Alignment – Update by Dwight Littlefield and Jason Libby

- Jason Libby reviewed with the Committee an updated draft of a Memorandum of Understanding (MOU) along with Appendix A: Initial MOU signed in 2014
 - Principles and Goals of MOU – removed principles
 - Jointly – created new language to provide clarity
 - Minor alterations of clarification to sole agreement and terms
- Jason and Dwight met with Commissioner Hasson and Mary Paine on Wednesday, November 28th. The MOU meets the goal and the intent of the process.
- Go ahead from Commissioner Hasson for Dwight to meet with Janet Sortor, Maine Community College System.
 - Dwight has had a previous conversation with Janet.
 - The Commissioner contacted Derek Langhauser, President, Community College and received an okay to move forward
 - Dwight and Jason will schedule a meeting with Janet

VII. Old Business

A. Strategic Plan Action Agenda

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

1. Continue Emphasis on CTE Strategic Priorities
 - Greater Percentage of funds to Instruction
 - Doubling Secondary CTE Enrollment (to 16,000)
 - Implement Middle School CTE programming
 - Advocate for Middle School program funding
 - 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 carryover 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 carryover funding)
 - Streamline CTE Program Approval Process
2. Build into monthly committee agenda
3. The CTE Committee endorsed the work plan for 2019

B. Perkins V Transition Plan

Dwight Littlefield handed out a list of people invited to serve on a stakeholder group – an internal group and an external group of people.

- The list has been vetted with the Commissioner and the Governor’s Office.
- John Bird and Wilson Hess will receive an email from Dwight today regarding a geographic breakdown – regional meetings to be scheduled. Working with a facilitator for the meetings.
- Goal is to put together the 4 year Perkins V Plan
- Transition Plan – full report in the spring of 2019

- Future opportunity for the public to comment
- SBE is an internal stakeholder, not external
- DOE is working on the process on behalf of the SBE
- DOE is external stakeholder, not the SBE
- Meetings scheduled for December 2018, February, May and November of 2019

Dwight distributed to the Committee a draft agenda for the first meeting scheduled for December 19.

- Dialogue between CTE Committee and DOE CTE staff to incorporate the strategic plan priorities
- Need to define rural % of the state
- Sending schools – Bangor, Lewiston and Portland
- National – based on a formula – schools based on a formula

Dwight and Donna Tiner will be attending a meeting in Baltimore next week for New England regarding Perkins V.

Handouts at Meeting (copies in file)

- Memorandum of Understanding (MOU) between the Maine Department of Education and the Maine Community College System
- Perkins V Stakeholders – December 19, 2018 Draft Agenda
- Strengthening Career and Technical Education for the 21st Century Act P.L.115-224

NOTE: Wendy Ault, Executive Director of the MELMAC Foundation disclosed to the Committee that she has been talking with Dwight Littlefield regarding dollars from the MELMAC Foundation to CTE.

The CTE Committee will not meet in December. The next Committee meeting is scheduled for Thursday, January 3, 2018 at 10:00 AM. The meeting will be held in room 538 at the Cross State Office Building.

The CTE Committee meeting adjourned at 10:50 AM.