



Career and Technical Education Committee
Maine State Board of Education
Minutes of the February 28, 2019 Meeting

The Career and Technical Education (CTE) Committee held a meeting on Thursday, February 28, 2019 at the Department of Education in Augusta. The following were present: Committee Chair John Bird; Wendy Ault; and Wilson Hess (Board Members). Donna Tiner; and Dwight Littlefield (Department of Education); and Mary Becker, Secretary Specialist, State Board of Education.

I. Call to Order:

John Bird called the meeting to order at 10:02 AM.

II. Committee Chair Overview: *John Bird*

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

III. Acceptance of Minutes:

MOTION by Wendy Ault, seconded by John Bird, and unanimously voted by those present to accept the January 24, 2019 minutes as written.

IV. Standing Reports/Updates:

A. Financial Reports

1) *Perkins*

- i. Donna Tiner reported no changes since the January 24, 2019 meeting
- ii. Exhibit and quarterly Perkins report to go before full Board on March 13, 2019 due to cancellation of February 13, 2019 Board meeting

2) *Briggs*

- i. Donna Tiner reported no changes since the January 24, 2019 meeting
Total = \$166,672.64

B. Board Approved Strategic Plan (2017) and Milestones:

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. At 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.
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

Future Milestones:

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.

John reviewed the Strategic Plan with Committee Members – New Member Wendy Ault asked questions.

C. CTE Middle School Award Process (Donna Tiner)

- Meg Harvey continues to visit middle schools

D. Legislative Action Committee Update (Wilson Hess)

Wilson summarized the Committee's active agenda for the past few weeks, including two bills voted out of committee recently:

- LD 14: An Act to Improve Science and Engineering for Maine's Students (voted ONTP)
- LD 139: An Act to Address the Unmet Workforce Needs of Employers and To Improve the Economic Future of Workers (voted OTP)

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

1. Dwight Littlefield updated the Committee on stakeholder group meetings.
 - The February 8 meeting to be held at the Cianbro Institute in Pittsfield was canceled due to inclement weather. The meeting will be re-scheduled.
 - Meetings scheduled in 2019 for June and November.
 - Regional meetings are to be scheduled and Dwight will get the dates to Committee members.
2. Donna Tiner noted that the Targeted Reserve Fund for PerkinsV (2020), estimated to be in excess of \$300,000.00, will be announced by June. Illustrative areas of focus include:
 - Rural areas
 - Schools with high percentages and/or high numbers of CTE students
 - Schools with disparities or gaps in performance on the Perkins accountability measures

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

- Following discussion, it was agreed that the Committee will receive a mid-year progress report on implementation of the MDOE/MCCS Memorandum of Understanding approved this past January 2019.

V. **Special Reports and Presentations**

A. No Special Reports

VI. **Other Business**

A. **RFP for Perkins Carryover Funds (FY 20)**

The Committee discussed options for deploying the Carryover Funds/Targeted Reserve Funds for FY 2020 and, in the interest of furthering the goal of doubling secondary school CTE enrollment, settled on favoring RFPs for programs that focus on students in grades nine and ten.

B. **Use of Briggs Funds Going Forward**

Reinforcing the RFP decision on Perkins, the Committee resolved to allocate \$50,000 of the current balance of \$166,672.64 for programs serving grades nine and ten students. This process will begin with engaging a facilitator to manage all details of the RFP process.

MACTE will be invited to renew its annual request for support, with the stipulation that its proposal demonstrates how use of the funds will help achieve one or more of the four priorities in the Board's current strategic plan.

March Meeting Topics/Presentations:

- Continue the process for approving/monitoring program grants for both Perkins FY 2020 and Briggs FY 2020, including the RFP framework and process.

Handouts at Meeting (copies in file)

- Draft Minutes – January 24, 2019
- Report on Grant Funds
- Perkins V – Targeted Reserve Funds

The next Committee meeting is scheduled for Thursday, March 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 12:01 PM.