



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

The Career and Technical Education (CTE) Committee held a meeting on Thursday, March 29, 2018 at the Department of Education in Augusta. The following were present: Committee Chair Wilson Hess; Jana Lapoint; and John Bird (Board Members); Meg Harvey; Donna Tiner; and Paul Hambleton (Department of Education) and Mary Becker, Secretary Associate, State Board of Education.

Guest: Donald Cannan, Executive Director, Maine Administrators of Career and Technical Education (MACTE); Pat O’Neill, CTE Director; and Dave Keaton, CTE Director

I. Call to Order:

Wilson Hess called the meeting to order at 10:05 AM.

II. Committee Chair Update: *Wilson Hess*

Chair Hess welcomed all members and guests to the meeting and reviewed the agenda.

III. Acceptance of Minutes:

MOTION by John Bird, seconded by Jana Lapoint, and unanimously voted by those present to accept the January 25, 2018 minutes as written.

MOTION by John Bird, seconded by Jana Lapoint, and unanimously voted by those present to accept the March 1, 2018 minutes as written.

IV. Standing Reports:

A. Financial Reports

1) Perkins

- i. The third quarter will end March 31 and the quarterly financial report will be presented in April.
- ii. The State Auditor believes she is finished. Her supervisor will review and then she will follow up with a report. The Federal Audit is scheduled for the week of June 11.

2) Briggs

- i. No activity to date.

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

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.
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):
 - 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.

C. CTE Director’s Report:

- 1) On March 7, Meg met with Higher Education - Derek Langhauser, President, Maine Community College System and James Page, Chancellor, University of Maine System to discuss the Bridge Year Program and Early College Challenges with Bridge Year.
- 2) Jason Libby has been hired as the Higher Education Specialist at the DOE.
- 3) Rule 232 rewrite is still in the Commissioner’s Office for review.
- 4) The Perkins monitoring visit will take place in June if Committee members want to participate, please let Meg know.
- 5) State Audit – field work closed and waiting on final report.

D. FY 18 School Review Schedule – State Board Observer:

- 1) Presque Isle Regional Career Center (May 1-4, 2018) – Wilson Hess, Observer

E. Legislative Committee Update (Wilson Hess)

- 1) LD 47: “An Act to Authorize a General Fund Bond Issue to Fund Equipment for Career and Technical Education Centers” *No activity*

- 2) LD 669: “An Act to Address the Unmet Workforce Needs of Employers and to Improve the Economic Future of Workers” - *Mar 21, 2018, OTP-AM*
- 3) LD 1330: An Act to Authorize a General Bond Issue to Facilitate Innovative Approaches to Regional School Facilities and to Establish the Maine Innovative Regional School Facilities Finance Program” *No activity*
- 4) LD 1562: “An Act to Authorize a General Fund Bond Issue to Capitalize a Career and Technical Revolving Equipment and Renovation Fund” *No activity*
- 5) LD 1843: “An Act to Amend Career and Technical Education Statutes” - *Voted, Mar 21, 2018, OTP-AM*
- 6) LD 1860: “An Act to Prepare all Students for Work and Life by Requiring that Students Receive Instruction in Vocational Preparation and Practical Life Skills” – *DEAD*

V. Special Reports and Presentations:

- A. Maine Administrators of Career and Technical Education, MACTE – Donald Cannan, Executive Director, and CTE Directors Pat O’Neill, Dave Keaton, and Rob Callahan
 - 1) George Briggs established a trust in his will to be invested and the income from the trust to be used to manage the account, to safeguard the principal, and to support the young people of Maine through career and technical education. In previous years, part of the funds have been provided to MACTE to provide professional development to CTE Directors and staff and for an awards ceremony for outstanding CTE students from each secondary CTE school.
 - 2) Beginning in the 2018-19 school year, the State Board of Education will alter its approach for distribution of the George Briggs Trust Funds to support CTE in Maine. Additional grant funding will be used for competitive grant opportunities that align with specific focus areas of the State Board of Education’s Strategic Plan.
 - i. Focus Area 1: CTE Instruction and Instructionally-related Services
 - ii. Focus Area 2: Double Maine’s CTE Enrollment by 2020
 - iii. Focus Area 3: Middle School CTE Programs
 - iv. Focus Area 4: Alignment of Secondary and Postsecondary CTE Programs
 - 3) MACTE received, in the last three years, \$30,000 per year and it was used for the following major activities:
 - i. Director’s Conference and Tech Update - \$8,500.
 - ii. Maine CTE Conference – Over 440 CTE Folks in Attendance - \$5,500.
 - iii. Student of the Year Recognition - \$6,000.
 - iv. Tech Update Support for CTE Teachers - \$3,000.
 - v. ABC Championships (Associated Builders and Contractors) Activity in November – Helps Support over 2,000 Students - \$1,000.
 - vi. ACTE National Participation for Directors - \$6,000.

VI. Work Session:

- A. Briggs Endowment
 - 1) The Committee reviewed and had a discussion on Donna’s draft grant application.
 - Page#1 – basic background and eligibility
 - 4 strategic goals or narrow down to less
 - Allocated \$50,000.
 - Summer focus –

- Focus Area #4 – hard to do in the summer
- Focus Area #2 – Large to write a proposal
- Focus Area #1 is also large
- Focus Area #3 – Easier to do throughout summer months
- May 15 deadline for applications

Donna will rewrite the draft and send to Committee members.

VII. Old Business:

A. Perkins Audit - Pending

Handouts at Meeting (copies in file)

- Draft Minutes – January 25, 2018 meeting
- Draft Minutes – March 1, 2018 meeting
- Draft Application - George Briggs Trust Competitive Grants
- Director's Report – Meg Harvey
- Perkins Projected Budget FY 2019

The next CTE Committee meeting is scheduled for Thursday, April 26, 2018. The meeting will be held in room 538 at the Cross State Office Building.

The CTE Committee meeting adjourned at 12:10 PM.