



Career and Technical Education Committee
Maine State Board of Education
Minutes of the April 25, 2019 Meeting

The Career and Technical Education (CTE) Committee held a meeting on Thursday, April 25, 2019 at the Department of Education in Augusta. The following were present: Committee Chair John Bird; Jana Lapoint; and Wilson Hess (Board Members). Donna Tiner; and Dwight Littlefield (Department of Education); and Mary Becker, Secretary Associate, State Board of Education

Guests: Don Cannan, Executive Director, MACTE (Maine Administrators of Career and Technical Education); Rob Callahan, CTE Director, Lewiston; Paulette Bonneau, CTE Director, Biddeford; and Staci Grasky, Perkins Grant Manager, Maine's Community College

I. Call to Order:

John Bird called the meeting to order at 10:01 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 Jana Lapoint, seconded by John Bird, and unanimously voted by those present to accept the March 28, 2019 minutes as written.

IV. Standing Reports/Updates:

A. Financial Reports

1) *Perkins*

- i. FY19 Perkins – Donna Tiner reviewed the third quarter report

2) *Briggs*

- i. Donna Tiner reported no changes since the March 28, 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.

C. CTE Middle School Award Process (Donna Tiner)

- Meg Harvey continues to visit middle schools
- Invite Meg to the May CTE Committee meeting
- Fiscal side is going well and Meg will have more to report out on the program

D. Legislative Action Committee Update (Jana Lapoint)

Several bills regarding CTE will be coming forth not next week but week after.

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

Dwight Littlefield updated the Committee on the transition plan.

- He and Donna have been working on the plan.
- Held Regional Stakeholder meetings. Will be in Augusta tonight and Caribou next week. Information is for the full plan.
- The Committee received a draft plan earlier on and a draft at the April 25, 2019 meeting with minor changes - typos.
- There is not a lot of substance in the plan, it is very much a transition plan.
- Draft plan is being shared with the Commissioner and the Governor.
- Full Board to sign off at the May 15th meeting, then it will go to the Feds by May 24.
- Will use the Transition Plan to build the full plan for next year.

F. Secondary-Post Secondary Alignment (Dwight Littlefield)

- Following discussion at a previous meeting, 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, then an annual report in December.
- Dwight has met with Janet Sortor.

V. Special Reports and Presentations

VI. Other Business

A. 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.

1. John Bird reached out to Ed Cervone at Educate Maine and Ed has put together a proposal. John and Wilson will meet with Ed Cervone on May 1st. The Committee members received a draft of the proposal for review.
2. MACTE was 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.
 - MACTE Proposal – Don Cannan:
Don submitted to the Committee a revised proposal
 - The Committee had a discussion with MACTE regarding their revised proposal which was include one or more goals relating to the State Board's strategic plan. The Committee requested the following:
 - Not to try to meet all goals
 - One or more priorities
 - Committee will approve with conditions

MOTION by Jana Lapoint, seconded by John Bird, and unanimously voted by those present to recommend that the State Board approve the Perkins Quarterly report at the May 15, 2019 Board meeting.

May Meeting Topics/Presentations:

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

Handouts at Meeting (copies in file)

- Draft Minutes – March 28, 2019 meeting
- Exhibit for May 15, 2019 SBE meeting – 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)
- Carl D. Perkins Quarterly Report for period ending 3/31/2019
- Perkins Estimated FY18 Carryover Funds Report
- Perkins Estimated FY19 Carryover Funds Report
- George Briggs Funds Report
- Exhibit for May 15, 2019 SBE meeting – Request Approval of the State of Maine 1-year Transition Perkins V State Plan of the Carl D. Perkins Career and Technical Education Act of 2006, as amended by Strengthening Career and Technical Education for the 21st Century Act (P.L. 115-224) and the associated one-year Transition Plan Budget
- Letter to U.S. Department of Education to be signed by Chair of the SBE with attached Perkins V Transition Plan

The next Committee meeting is scheduled for Thursday, May 23, 2019 at 10:00 AM. The meeting will be held in room 538 at the Cross State Office Building.

The Committee set a tentative date for a special meeting on Friday, May 3, 2019 to further discuss MACTE Proposal and a work session for 9th and 10th Grade CTE Workshop.

The CTE Committee meeting adjourned at 11:58 AM.