



Career and Technical Education Committee
Maine State Board of Education
Minutes of the April 26, 2018 Meeting

The Career and Technical Education (CTE) Committee held a meeting on Thursday, April 26, 2018 at the Department of Education in Augusta. The following were present: Committee Chair Wilson Hess (by phone); Jana Lapoint; and John Bird (Board Members); Meg Harvey; Donna Tiner; (Department of Education) and Mary Becker, Secretary Associate, State Board of Education.

I. Call to Order:

Wilson Hess called the meeting to order at 10:00 AM.

II. Committee Chair Update: *Wilson Hess*

Chair Hess welcomed all members 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 March 29, 2018 minutes as written.

IV. Standing Reports:

A. Financial Reports

1) Perkins

- i. Exhibit A – Wilson reviewed the financial report with the committee. The same as the last quarter and is on schedule.
- ii. Donna reported that she received notification from the Office of the State Auditor that the audit on the Perkins grant funds has been finished and no findings were reported. The auditor assigned to the Perkins grant was extremely professional and the process was a great learning opportunity for her. Donna will forward to the Committee any reports she receives.
- iii. The Federal Audit is scheduled for the week of June 11 – Tuesday, Wednesday and Thursday full day. Monday and Friday for a half day. A program, fiscal and accountability person will be here for the week.
- iv. The Committee reviewed the Estimated FY19 Allocation and Anticipated Carryover from FY17 and FY18 to be used in FY19.

2) *Briggs*

- i. Balances for Briggs have not changed since January.
- ii. The Committee reviewed total revenue and expenditures for FY18

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.
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.

C. CTE Director's Report:

- 1) Internship meeting with Senator King's Office on April 27th. Will give the Committee an update following the meeting (Deep Water Technologies and the Biddeford Center).
- 2) Credential Value – researching the definition and looking at other states.
- 3) Rule 232 rewrite is still in the Commissioner's Office and she has been told that it remains under review.
- 4) Middle School pilots are being run. Meg will send a document to the Committee. Some are currently going on and some are suggestions.

- 5) The Younger Worker Committee, a subcommittee of the Workforce Investment and Opportunity Act (WIOA) at the Maine Department of Labor. This is age 16 to 24 at risk students. Meg sits on the Committee along with an Adult Ed, Maine Community College and Guidance Counselor (Sarah Ricker, DOE) representative.
- 6) The Perkins (Federal) monitoring visit will take place in June if Committee members want to participate, please let Meg Harvey know.
- 7) Aaron Chadbourne is no longer with the Department as Senior Policy Advisor for the Governor.
- 8) LD 1843: The bill went through the House and has been engrossed but the Senate placed it on the Special Appropriations Table. Will update of any changes.

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 1843: “An Act to Amend Career and Technical Education Statutes” – Last Senate Action - Carried over to any Special Session of the 128th Legislature
- 2) Bond Issues – Wilson asked the Legislative Committee of the State Board for their blessing to reach out to Legislation regarding Bond Bills.

VI. Work Session:

1) **Briggs Endowment**

- a. Process is in place with enormous assistance from Donna Tiner. The deadline for proposals is May 7 at noon. The Committee needs to set a date for reviewing applications prior to the May 9 monthly Board meeting.
- b. Donna walked the Committee through the key pieces of the announcement of the proposals.
- c. Meg will send an email out to the field requesting a letter of intent to apply.
- d. Donna and Meg will review the applications and a summary of the applicants and the materials will be sent to the Committee.
- e. The Committee will review the applications on Tuesday, May 8 and have a conference call meeting at 9:00 AM.
- f. The Committee reviewed the MACTE Proposal for the Annual George Briggs Grant Award for \$30, - Major Activities are:
 - i. Directors Tech Update
 - ii. Maine CTE Conference
 - iii. Student of the Year Recognition
 - iv. Tech Update Support
 - v. ABC Championships
 - vi. ACTE National Participation for Directors

2) **Perkins**

- a.
- b. Strategic Priorities are:
 - i. New Secondary Programs
 - ii. Middle School Pilot Program
 - iii. Maine Community College Secondary Articulation

VII. Old Business

- A. MOTION by John Bird, seconded by Jana Lapoint, and unanimously voted by those present to ratify the recommendations from DOE staff to better achieve the Strategic Priorities through revisions to the Perkins State Plan for the FY 2019 extension.
- B. MOTION by John Bird, seconded by Jana Lapoint, and unanimously voted by those present to endorse Commissioner Hasson's recommendation that the State Board approve the Quarterly report for the period January 1, 2018 through March 31, 2018, of the State of Maine Five-Year Plan for Career and Technical Education under the Carl D. Perkins Career and Technical Education Act of 2006 (P.L. 109-270).
- C. MOTION by Jana Lapoint, seconded by John Bird, and unanimously voted by those present to endorse the Briggs Grant as submitted by MACTE for full Board consideration at the May 9, 2018 meeting.

Handouts at Meeting (copies in file)

- Draft Minutes – March 29, 2018 meeting
- 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)
- Carl D. Perkins Financial Report for period ending March 31, 2018
- Perkins Table of Estimated FY Allocation and Anticipated Carryover from FY17 and FY18 to use in FY19
- Letter and Maine State Grant for year twelve, July 1, 2018 to June 30, 2019 of the Carl D. Perkins Education Act of 2006, along with a revised budget for the grant period and State proposed performance levels for the Consolidated Annual Report indicators
- Exhibit: Request Approval of the Annual George Briggs Grand Award for FY19
- George M. Briggs Application – Maine Administrators of Career and Technical Education (MACTE) – Amount Requested \$30,
- George Briggs Trust Competitive Grants Proposal and Letter to all CTE Directors for the Grant Opportunity

The next CTE Committee meeting is scheduled for Friday, June 1, 2018. The meeting will be held in room 538 at the Cross State Office Building.

The CTE Committee meeting adjourned at 11:41 AM.