



Career and Technical Education Committee
Maine State Board of Education
Minutes of the August 23, 2018 Meeting

The Career and Technical Education (CTE) Committee held a meeting on Thursday, August 23, 2018 at the Department of Education in Augusta. The following were present: Committee Chair John Bird; Wilson Hess; and Wendy Ault (Board Members). Donna Tiner; Margaret Harvey; Dwight Littlefield; and Paul Hambleton (Department of Education) and Mary Becker, Secretary Associate, State Board of Education.

I. Call to Order:

John Bird called the meeting to order at 10:04 AM.

II. Committee Chair Update: *John Bird*

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

III. Acceptance of Minutes:

MOTION by Wilson Hess, seconded by John Bird, and unanimously voted by those present to accept the August 2, 2018 minutes as written.

IV. Standing Reports:

A. Financial Reports

1) *Perkins*

- i. Perkins Quarterly Report for FY 18 - As of June 30, the local grants have until September 30 to spend dollars and then they have until October 31 to draw down from State reimbursement.
- ii. \$380,000.00 (total)
 1. \$100,000.00 for middle school grants
 2. \$200,000.00 for new programs
 3. \$ 30,000.00 ear-marked for secondary/post-secondary alignment
 4. \$ 50,000.00 for consideration
 5. \$200,000.00 in addition
- iii. The final carryover report will be out in November.

2) *Briggs*

- i. No Changes
- ii. Balance for Briggs – \$121,330.75

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.

- 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:

- 1) Donna Tiner sent out a Middle School Grant Application for Perkins Carryover Funds. The grant applications were due by August 17, 2018. All 27 secondary Maine Career and Technical Education Schools were eligible to apply. Thirteen applications were received. The Middle School programs are focused on being in place for the 2018-2019 school year. The State Board of Education will allocate up to \$100,000.00 to award multiple grant opportunities for middle school programs to be offered during the 2018-2019 school year.
- 2) The Committee discussed the applications received and reviewed by staff from the CTE Office of the Department of Education.
- 3) The Committee requested that the CTE staff put together a list of what the Board has been authorized for and identify some criteria. If staff has a request for additional funding, the Committee asks that they send a request to the Committee to be presented to the full Board in September.
- 4) Criteria valued would be as follows:
 - Innovative partnering with industry
 - Number of students served
 - Number of projects
 - Hands on
 - Pilots
 - Engagement

D. Legislative Committee Update (Wilson Hess)

- 1) Committee is not meeting until fall.

E. Briefing of Meeting with Governor LePage (Wilson Hess)

Wilson Hess met with Governor LePage to discuss an Initiative on Career and Technical Education on CTE Secondary/Post-Secondary Credit Alignment

- 1) Governor is on Board
- 2) Background briefing document in file
- 3) Issue invitation to the President of the Maine Community Colleges
 - i. Follow-up by Billy Thompson
 - ii. Janet Sortor – Chief Academic Officer, Maine Community Colleges

V. Special Reports and Presentations

A. Career and Life Education – Paul Hambleton

- a. DOE has done work with the University of Maine System and the Community Colleges over the past year
- b. MACTE Retreat
 - i. Community College people will be attending
- c. Bridge Year Program
 - i. Currently administered through a Board contracted through Tom and Fred. Both Tom and Fred are leaving. MACTE is considering how they can become the provider – Sarah Forster has confirmed that she does not think it is allowed.
 - ii. Served 400 to 500 kids and this year are down to about 140

- d. Career and Life Education Position – Same as Director of Career and Technical Education – Dwight Littlefield holds the position which is state funded. The Department is thrilled to have Dwight in the Career and Life Education position.
- e. Perkins – 2 years and 2 stages to complete the Perkins Plan

VI. Work Session

A. Continue Emphasis on CTE Strategic Priorities

- Greater Percentage of funds to Instruction
- Doubling Secondary CTE Enrollment (to 16,000)
 - Streamline CTE Program Approval Process
- Implement Middle School CTE programming
- Align secondary/Post-Secondary CTE credit awards
- Continue Perkins Redeployment to support Strategic Priorities
- Continue to re-deploy Briggs Funds to Support Strategic Priorities
- Continue Support for Middle School Implementation and Funding
 - Expand Perkins and Briggs Fund Support for Middle School CTE*
 - Include focus on High Need Workforce*
 - Include Focus on High Skills Careers*

Handouts at Meeting (copies in file)

- Draft Minutes of the August 2, 2018 Meeting
- Middle School Grant Proposals – 13 Received
- Action Agenda Preliminary Groupings (8/13 version) from SBE Annual Retreat
- “Keep Going” from SBE Annual Retreat
- CTE Committee Strategic Priorities for 2019 – from SBE Annual Retreat
- Background Briefing ~ SBE Chairman’s meeting with Governor LePage

The next CTE Committee meeting is scheduled for Thursday, September 27, 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 11:56 AM.