



Career and Technical Education Committee
Maine State Board of Education
Minutes of the September 27, 2018 Meeting

The Career and Technical Education (CTE) Committee held a meeting on Thursday, September 27, 2018 at the Department of Education in Augusta. The following were present: Committee Chair John Bird; Wilson Hess; and Jana Lapoint (Board Members). Donna Tiner; Angel Lored; and Jason Libby (Department of Education). William Thompson, Senior Policy Advisor to Governor LePage and Mary Becker, Secretary Associate, State Board of Education.

I. Call to Order:

John Bird called the meeting to order at 10:05 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 Jana Lapoint, seconded by John Bird, and unanimously voted by those present to accept the August 23, 2018 minutes as written.

IV. Standing Reports:

A. Financial Reports

1) Perkins

- i. Perkins First Quarterly Report for FY 19 will come before the Committee at the October 25th meeting.
- ii. \$380,000.00 (total)
 1. \$200,000.00 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 in reserve
 5. \$100,000.00 in addition
- iii. The final carryover report will be out in November.

2) Briggs

- i. No Changes
- ii. Balance for Briggs – \$150,000.00

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. 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) All thirteen applicants will receive funds.
- 3) At the September 12, 2018 State Board meeting, the CTE Committee recommended the designation of additional carryover monies from FY 2017/18 Perkins funds to be allocated for FY 2019. The State Board voted to approve the additional allocation of \$100,000.00 of the reserve fund balance - \$200,000.00 to implement middle school CTE programs for grades 7 and above in accordance with the April 2018 revisions to the Perkins State Plan for the FY 2019 extension to align with the State Board of Education's Strategic Priorities for CTE. Eligible programs may be pilot programs, but must be implemented in FY 2019 and conclude prior to the end of the FY 19 school year.

D. Legislative Committee Update (Wilson Hess)

- 1) The Board received a final update from the Department of Education.
- 2) Committee is not meeting until Fall.

V. Special Reports and Presentations

- A. No Special Reports

VI. Work Session

- A. Secondary-Post Secondary Alignment – Briefing by Angel Loreda and Jason Libby

As a follow-up to a meeting on September 21, 2018 with Commissioner Hasson and Department of Education staff, Angel Loreda and Jason Libby held a briefing on Secondary-Post Secondary Alignment.

- Left meeting on September 21st with the concept of identifying – research in alignment
- LD 1865: “An Act to Enhance Career and Technical Education” – Passed in the 125th Legislative Session, March 2012
- List of Community Colleges – 3 years old
- Set a due date for plan
- Timeline for budget
- Looking for evaluation within the next two months
 - Due diligence to go through existing programs and put into place.
 - Department Industry Standards
 - Review between the Department of Education and Community College System
 - Summarize – all going in the same direction to implement
 - Need to have a discussion with Community College
 - Perkins V gives more emphasis to – State will adopt moving forward

- DOE (Jason Libby) to draft a Memorandum of Understanding (MOU) between the DOE and Maine Community College System.
- Jason will share the draft MOU with Dwight Littlefield, then the CTE Committee
- CTE Committee will bring the final MOU to Janet Sortor

VII. Old Business

Strategic Plan Action Agenda

Revision of Plan Details for 2019: Continue Efforts to Build a Robust, High Quality and Comprehensive Educational Offerings that Lead Towards Careers:

- A. Continue Emphasis on CTE Strategic Priorities
 - Greater Percentage of funds to Instruction
 - Doubling Secondary CTE Enrollment (to 16,000)
 - Implement Middle School CTE programming
 - Advocate for Middle School program funding
 - 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 carryover 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 carryover funding)
 - Streamline CTE Program Approval Process
- B. Build into monthly committee agenda
- C. The CTE Committee endorsed the work plan for 2019

Handouts at Meeting (copies in file)

- Draft Minutes of the August 23, 2018 Meeting
- Advancing Career and Technical Education (CTE) in State and Local Career Pathways Systems – Model for the Provision of Technical Assistance – March 2014
- Memorandum of Understanding (MOU) – 2014
- CTE Strategic Plan Milestones – Revision of Plan Details for 2019

The next CTE Committee meeting is scheduled for Thursday, October 25, 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 11:39 AM.