



**Career and Technical Education Committee**  
Maine State Board of Education  
Minutes of the August 26, 2021 Meeting

The Career and Technical Education (CTE) Committee held a virtual meeting on Thursday, August 26, 2021. The following were present: Committee Chair Wilson Hess; Wendy Ault; Paulette Bonneau and Joshua Leinwand (Board Members). Dwight Littlefield, CTE Director; Donna Tiner, Perkins Grant Manager (Department of Education); and Mary Becker, Secretary Specialist, State Board of Education.

Guests: Dave Keaton, Executive Director, MACTE; Julie Kenny, Director, Bath Regional Technical Center; Bobby Deetjen, Director of Mid-Coast School of Technology; Joan DeCosta, Perkins Grant Coordinator, Maine Community College System; and Jason Judd, Executive Director, Educate Maine.

The meeting convened virtually via Zoom under the State Board of Education's remote meeting policy which provides for remote meetings in the event of emergency situations. The recent COVID-19 surge is justification for a remote meeting.

**I. Call to Order:**

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

**II. Committee Chair Overview: *Wilson Hess***

Wilson welcomed all members and guests to the meeting and reviewed the agenda. A new member has been appointed to the CTE Committee – Joshua Leinwand is a student member of the State Board. Joshua is a Junior at Yarmouth High School.

**Acceptance of Minutes:**

MOTION by Paulette Bonneau, seconded by Wendy Ault, and unanimously voted by those present to accept the July 22, 2021 minutes as amended.

**III. Public Comment:**

No public comment.

#### IV. Standing Reports/Updates:

##### A. Financial Reports

###### 1) Perkins Fund Balances YTD

- Donna Tiner reported that everything is on course. Schools have until September 30 to spend out their FY21 funds. Schools will have until the end of October to request reimbursement. Donna will not have the final remaining totals until the end of November for the FY21.
- Donna Tiner reported that the Educate Maine Contract has been approved and starts on September 1st.

###### 2) Briggs Fund Balances YTD

- The grant year runs from July 1 to June 30. There were no grants for FY21. No grants have yet been authorized for FY22. A balance of a little over \$180,000.00 is in the account.

###### 3) Multi-Year Projection

- Wilson Hess reported that the Briggs Fund over time accumulated some funds. Four years-ago the State Board approved for the Committee to move ahead with a long-term plan to allow spending down some of the accumulated funds for special initiatives. The policy was to maintain a sustainable balance of no less than \$100,000.00 in the Briggs account. Wilson shared a document showing a trend from FY15 to FY21 projections through FY25. The trend shows the long-term impact of using funds for special projects. Wilson reviewed the projections with the Committee.

##### B. Updates

###### 1) State CTE Director's Update (*Dwight Littlefield*)

- Continuing work around LD 313. Recruiting people for a work group. There are a series of tasks to be done and to be reported back to the Education Committee. The Commissioner's Office is looking into bringing in a facilitator to help with the group. Meetings will be scheduled to move forward with this work.
- LD 1733 – ARP twenty million dollars – the Governor signed but it was not a two-thirds vote so funds will not be available until October. There will be ten million available this year and ten million for next year.
- Started the process of re-visiting Rule Chapter 232:” Standard Criteria for Maine Secondary Vocational Programs”. A conceptional conversation will take place with a stakeholder group. The rule has not been updated for 50 plus years.
- He is engaged in conversations around the twenty-five million being dedicated to career ed and apprenticeships for around eighteen million over the next five-years.

###### 2) Educate Maine Update (*Jason Judd*)

- The start date for the new contract between the State Board of Education and Educate Maine is September 1, 2021.
- Jason has been setting up initial meetings and conversations to be sure there is no duplication of work.
- There are three parts to the proposal -1) school finance; 2) CTE data; and 3) systemic challenge.

- Jason has scheduled a meeting with MEPRI to be sure there is no duplicating of efforts. He is working with Joanne Allen at the DOE.
  - He has reached out to Dwight, Donna and Sean at the CTE office, DOE, to understand which metrics are already being collected. Also, with Wendy Ault at MELMAC regarding data collected.
  - The next CTE Committee meeting, Jason will present an accurate list of what is being collected and finalize which metrics are most important to collect over the next year.
  - LD 313 – Jason is working closely with Dwight Littlefield and others. The bill is very comprehensive.
- 3) MACTE Update – Conclave (*Dave Keaton*)
- Dave Keaton referred to the CTE Directors to give an update of the start of a new school year.
  - Julie Kenny, Bobby Deetjen and Paulette Bonneau (CTE Directors) gave an update on universal masking, more flexibility, district support of class sizes and how primed they are for a successful school year. Some schools are already in session and some start after Labor Day.
  - Julie Kenny reported that she and Dave Keaton have been invited to represent MACTE in the weekly Ed Organization meetings. The meetings include representatives from the Maine Principals’ Association (MPA), Maine School Management Association (MSMA) and the Commissioner and Deputy Commissioner of Education.
- 4) Community College Update (*Joan DeCosta*)
- The Community Colleges are ramping up on getting students back to school safely. As of August 12, all students on campus are required to be fully vaccinated. Currently, 50 % of classes are on campus and 50% are remote classes.
- 5) Other Updates
- No additional updates

## V. Workshop:

### A. Strategic Plan Review and Retreat Prep

- The State Board of Education is in the process of developing a new five-year strategic plan. The Board held a two-day retreat on August 10 and 11. The Board had a facilitator from the National Association of State Boards of Education (NASBE). Dwight Littlefield and Jason Judd participated in the retreat.
- The focus for the workshop today is to establish priorities.
- Input from the field, MELMAC’s perspective, and others.
- The four strategic priorities from the current strategic plan:
  1. Direct a greater portion of CTE funds towards instruction and instructionally related services
  2. Increase experiences in grades 9-12 CTE program areas by 2023, with special emphasis on grades 9-10 concentrators
  3. Support the continued development of middle school CTE programming
  4. Better align secondary and post-secondary CTE offerings and programs

The Committee held discussion for the strategic plan with input from all in attendance. Wilson Hess will bring greater order to the plan prior to the next Committee meeting in September.

**VI. Old Business:**

No Old Business to consider.

**VII. New Business:**

No New Business to consider.

**Handouts at Meeting:** (copies in file)

- Agenda
- Draft Minutes of the July 22, 2021 Committee Meeting
- Flip Chart Notes – 2021 Retreat

The next Committee meeting is scheduled for Thursday, September 23, 2021 at 10:00 AM.

**Adjournment:**

The August 26, 2021, CTE Committee meeting adjourned at 11:48 AM.

Respectfully submitted,  
Mary Johnson Becker  
Secretary Specialist,  
Maine State Board of Education