



**Career and Technical Education Committee**  
Maine State Board of Education  
Minutes of the January 27, 2022 Meeting

The Career and Technical Education (CTE) Committee held a virtual meeting on Thursday, January 27, 2022. The following were present: Committee Chair Wilson Hess; and Paulette Bonneau (Board Members). Dwight Littlefield, State CTE Director; Donna Tiner, Perkins Grant Manager; Shawn Lagasse, CTE Data Specialist (Department of Education); and Mary Becker, Secretary Specialist, State Board of Education.

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

The meeting convened virtually via Zoom under Provision 1 of the State Board of Education's remote meeting policy due to the ongoing surge of COVID-19 and statewide omicron version.

**I. Call to Order:**

Wilson Hess, Committee Chair, called the meeting to order at 10:03 AM under the Board's Remote Meeting Policy, Item #1.

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

Wilson welcomed all members and guests to the meeting and reviewed the agenda.

**III. Acceptance of Minutes:**

MOTION by Paulette Bonneau, seconded by Wilson Hess, and voted unanimously by those present to accept the December 2, 2021, December 7, 2021 and January 6, 2022 minutes as presented.

**IV. Public Comment:**

No public comment.

## V. Standing Reports/Updates:

### A. Financial Reports

#### 1) Perkins Fund Balances YTD

- Donna Tiner reported that Perkins balances are on track.
  - The second quarter ended on December 31, 2021. Donna presented a quarterly report for the Committee to recommend that the full Board approve at the February 9, 2022 meeting. The balance is \$533,051.71.
  - Determining final funds not being used for FY 2021 and a final number for carry over will be in January or February.

#### 2) Briggs Fund Balances YTD

- A January check should be coming from Key Bank soon. Balance is \$165,065.61. The \$15,000.00 MACTE Grant has been submitted and funds encumbered.

### B. Strategic Planning Milestone Review

Wilson Hess reported that there are a number of milestones in front of the Committee this year.

- Issue on funding (EPS) equitable distribution of funds between CTE Schools and the Maine Community College Systems (MCCS).
- Capital facilities funding
- Middle School funding
- 9<sup>th</sup> and 10<sup>th</sup> grade initiatives
- Industry skill requirements for the labor markets
- Emerging work trends
- MOU between DOE and MCCS for alignment of secondary and post-secondary institutions
- Part of LD 313 – systemic barriers

### C. Updates

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

- Shawn Lagasse shared a summary data presentation to the Committee that he presented to the LD 313 work group in November of 2021.
- The next meeting of the LD 313 working group will be held on Wednesday, February 2, 2022. A meeting is scheduled for February 23 and March 3 (All meetings are from 8:00 AM to 10:00 AM)
- Dwight gave a brief update on LD 313 Work Group Meetings
  - Leadership with MACTE - pulled together a group of CTE Directors and wrote endorsement language for student service coordinator and career coordinator.
  - Soft run through with Certification and make sure language is complete.
  - Language around middle school funding.
  - Pulled together Directors doing middle school programming and started conversation on standards associated with this.
  - Bill is designed to do a final report in March with a goal that if anything in statute needs to be changed – Education Committee would have time to do in this session.
  - Next conversations moving forward will be bigger conversations
    - Alignment with STEM

- College and career pathways
- Systemic barriers
- Research for challenging decision making on scheduling, busing, etc.
- Work Group is getting into key areas – will not be solved quickly, may be a year

## 2) DOE/MCCS MOU

- Dwight Littlefield, Mercedes Pour and Jason Libby met to finalize a new three-year Memorandum of Understanding (MOU) between the Maine Department of Education and the Maine Community College System. Dwight and Mercedes reviewed the new MOU with the Committee.
  - Purpose
  - Goals of the Memorandum of Understanding
  - Responsibilities of Each Party
    - Maine Department of Education
    - Maine Community College System
    - Jointly
  - Sole Agreement
  - Terms

The Committee will have a focus workshop meeting during the next couple of weeks to discuss the MOU.

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

- Follow-ups from the last Committee Meeting:
  - MEPRI has completed Part One of their report and are still working on Part Two. The report is not publicly available yet. There were recommendations around future funding. Jason wants to make sure that his work connects to MEPRI's release.
- There is a lot of detailed work to be done as a result of LD 313 about systemic barriers specifically. Jason and Dwight want to be sure this all feeds into their contract with the State Board as well as the Perkins obligations they have for stakeholder engagement. He and Dwight are meeting on Wednesday, February 2 to go to the next step with the stakeholder group and put together a timeline.

## 4) MACTE Update (*Dave Keaton*)

- Wilson Hess stated that the SBE received a presentation on funding levels from Commissioner Makin at the January SBE meeting. From the Commissioner's briefing on the funding, the issue of hold harmless provision was addressed. In the overspending units will receive only 30% of support. The underspending units would receive 100% of the formula. Dave Keaton reported that the CTE allocation projections came out this month and this is the last year of hold harmless. There was an increase in subsidy for the allocations between last year and this year. Dave reported on the FTEs and the factor of allocations. There are 18 CTEs with new program funding.
- The Committee had a discussion on funding for CTEs.

## 5) Other Updates

- No additional updates

## **VI. Workshop:**

The Committee will hold a discussion of Perkins carry-over projects at a later date.  
The deadline is June 30.

- July 1 to June 30 for FY 2021 targeted reserve funds
- Reserve is approximately \$530,000.00

## **VII. Old Business:**

No Old Business

## **VIII. New Business:**

Perkins V – Consideration of the 2<sup>nd</sup> Quarter Fiscal Report

MOTION by Paulette Bonneau, seconded by Wilson Hess, and unanimously voted by those present to recommend that the State Board of Education approve the Quarterly Report of the Maine Carl D. Perkins Grant for the period of October 1, 2021 through December 31, 2021 of the State of Maine Plan for the strengthening Career and Technical Education for the 21<sup>st</sup> Century Act (P.L. 115-224) at the Board's February 9, 2022 meeting.

## **IX. February Regular Committee Meeting**

The next Committee meeting is scheduled for Thursday, February 24, 2022 at 10:00 AM.

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

- Agenda
- Draft Minutes of the December 2, 2021, December 7, 2021 and January 6, 2022 Committee Meetings
- Draft Memorandum of Understanding between the Maine Department of Education and the Maine Community College System
- Exhibit: Approval of the Quarterly Report of the Maine Carl D. Perkins Grant
- Carl D. Perkins Report for Period Ending December 31, 2021
- Report of the George Briggs Funds Grant Cycle July 1 to June 30

### **Adjournment:**

The January 27, 2022 CTE Committee meeting adjourned at 12:05 PM.

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