



Career and Technical Education Committee

Maine State Board of Education
Minutes of the June 24, 2021 Meeting

The Career and Technical Education (CTE) Committee held a virtual meeting on Thursday, June 24, 2021. The following were present: Committee Chair Wilson Hess; Wendy Ault; and Paulette Bonneau (Board Members). Dwight Littlefield, CTE Director; Donna Tiner, Perkins Grant Manager (Department of Education); and Mary Becker, Secretary Specialist, State Board of Education.

Guests: John Bird; 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.

I. Call to Order:

Wilson Hess called the meeting to order at 10:08 AM.

II. Committee Chair Overview: *Wilson Hess*

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

Wilson took a moment to recognize John Bird. John's successor, Paulette Bonneau, has taken her oath of office, therefore John's term on the State Board of Education has come to an end.

John Bird spoke to the Committee about his five years serving on the CTE Committee, three years as Chair of the Committee. John admires all the work that CTE Directors do for students in Maine. He thanked Dwight Littlefield, Donna Tiner and Mary Becker for representing State Government the way all three do. John stated that he will miss everyone.

Wilson Hess acknowledged John's leadership with CTE and the CTE Committee, in developing and advancing the State Board's strategic plan and changing the character of the dialogue with the CTE Committee.

Dwight Littlefield thanked John Bird for his help with his transition when he joined the DOE. It has been a pleasure working with John over the past three years with all of John's support and in-sight.

Wendy Ault spoke about John's leadership on the CTE Committee. John has enriched her work with CTEs and she appreciates John's vision. He has done a great job, and it has been a pleasure to serve on the CTE Committee with John Bird.

Wilson welcomes newly appointed member to the State Board of Education, Paulette Bonneau.

Paulette stated that she has some big shoes to fill especially filling John Bird's spot on the Board and the CTE Committee. She is very honored to be selected to serve on the State Board, working with education throughout the State of Maine. Members of the Committee introduced themselves to Paulette Bonneau.

III. Acceptance of Minutes:

No minutes for approval.

IV. Public Comment:

No public comment.

V. Standing Reports/Updates:

A. Financial Reports

1) Perkins Fund Balances YTD

- i. Donna Tiner shared a screen shot of the Perkins third quarter report. The fourth quarter report will be available in July. Schools will have until October 31, 2021 to request all of their funds.
- ii. The Committee reviewed the FY 2022 Perkins Budget report for 2021-2022. Targeted Reserve funds are at \$364,953.00.

2) Briggs Fund Balances YTD

- i. The Committee reviewed the report of the Briggs Fund balances. No grants were awarded in FY21 due to COVID. Balance of \$177,547.67 remains.
- ii. FY2021 funds will carry-over to FY2022.

B. Strategic Priorities

B. Board Approved Strategic Plan (2019) and Milestones:

Strategic Priorities

1. Direct a greater portion of CTE funds towards instruction and instructionally-related services
2. Increase experiences in grade 9-12 CTE program areas by 2023 with special emphasis on grade 9-10 concentrators.
3. Introduce and support CTE exploration programs to Maine's middle level students.
4. Better align and support secondary and post-secondary CTE offerings and programs.

Revision of plan details for 2020: Continue efforts to build a robust, high quality, and comprehensive educational offerings that lead towards careers:

- Greater percentage of funds to instruction
 - Increase experiences in Grade 9-12 CTE program areas as space and other constraints permit
 - 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 carry-over 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 carry-over funding)
 - Streamline CTE program approval process
1. In 2019, monitor implementation of ongoing reforms and emerging issues affecting the effectiveness of Maine's career and technical education programs.
 2. 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.
 3. 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.
 4. By the end of 2020, submit legislative and policy recommendations to the Department of Education and Maine Legislature for consideration during the legislative session.

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. At 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.
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

Future Milestones:

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.

VI. Workshop:

Topic: Consideration of proposal to renew the partnership between Educate Maine and the State Board in implementing strategic priorities related to career and technical education.

Jason Judd, Executive Director, Educate Maine, presented an updated proposal to the Committee.

**Partnership with CTE Committee of Maine State Board of Education
From July 2021 – June 2022**

Educate Maine has regularly partnered with the Maine State Board of Education regarding the Maine Teacher of the Year program and career and technical education in Maine. Working with the CTE Committee, Educate Maine was contracted to organize a convening of CTE stakeholders in the summer of 2019 to discuss engaging 9th and 10th graders in CTE offerings, to evaluate recent grants to expand 9th and 10th grade programming, and to survey CTE centers and regions to collect data to inform discussions of the CTE Committee.

Educate Maine would like to engage with the CTE Committee of the Maine State Board of Education in a more formal relationship to provide consistent data and research to help inform discussions about career and technical education in Maine. As a business-led nonprofit who partners with a variety of education associations, business leaders, higher education institutions, and policymakers, Educate Maine is uniquely poised to convene stakeholders to discuss systemic challenges facing students, educators, and CTE centers and regions.

The intention of this document is to share a variety of opportunities that Educate Maine could provide to support the Maine State Board of Education. This work would need to be collaborative with MACTE, the Maine Department of Education, the Maine Community College System, and other key partners in order to be helpful.

Feedback at the June 24th CTE Committee meeting also highlighted the need to integrate this process with stakeholder engagement requirements with our Perkins V State Plan. There was also encouragement to use this process to create a statewide CTE plan which multiple organizations could support and align their strategies for CTE collaboratively to have greater impact. As a result, the CTE Committee agreed to integrate the different projects into the stakeholder engagement requirements with the Perkins V State Plan as well as help create a statewide CTE plan.

Funding Analysis for Career and Technical Education

Funding has been a central discussion at CTE committee meetings for the last several years given the complexity and variety of funding sources to support CTEs across Maine. In addition, federal funds to support pandemic expenses were distributed differently depending on the CTE administrative model (center or region). At times, there has been discussion about the inequities that exist across Maine on how CTE programs are supported. There are key differences in funding depending on how enrollment numbers are reported and how regions and centers are organized. We have heard about confusion in these areas, so a funding analysis would be helpful for discussion and potential policy recommendations. Educate Maine has significant experience pulling together school funding details as demonstrated from the recent publication of “How is Public Education Funded in Maine” in 2020. This brief was a high-level analysis of school funding. Educate Maine encourages the CTE Committee to consider exploring a brief that would clearly communicate all CTE funding details (including a potential infrastructure investment), examine funding models in other states especially New Hampshire and Vermont, and include feedback from CTE directors and school administrators about how the model is working. This brief would help CTE Committee members both understand the funding details but also be able to make informed decisions about supplemental funding. This work will build on and align with the work of MEPRI and other existing school funding committees to make sure it is done in partnership and does not replicate existing work.

Proposed timeline: July 2021-September 2021

Proposed cost: \$5000 (based on interviews, data collection, analysis, and report publication)

Data Collection

Throughout many of the meetings, members have asked about particular data points to help inform decision-making. Sometimes this data is available because it has been collected by the Maine Department of Education as part of their regular data collection process. At other times, the data has not been collected because it is specific to a particular initiative or goal of the CTE Committee. Educate Maine could collect particular data points directly from CTE centers and regions when needed. Some of the data points that have come up in the past include the number of 9th and 10th graders participating in CTE experiences (using the same definition), the number of credentials awarded to students at CTEs, the scheduling models used at the CTEs, etc. Through collaboration with the CTE directors, this data collection process could be streamlined to make it easy for the staff to share the data and collect it regularly to look at trends from year to year.

Proposed timeline: Ongoing from July 2021 – June 2022 when needed from State Board

Proposed cost: \$5000 (based on two separate data requests, analysis, and reports)

Systemic Challenges

In 2019, there was great interest in addressing systemic challenges that face CTE students, educators, and administrators. These systemic challenges include areas like transportation, funding, credits, scheduling, and space considerations. The pandemic has exacerbated some of these systemic challenges and delayed statewide and/or local solutions to some of these challenges. We hosted a very successful

convening in 2019 with CTE staff, representatives from various education organizations, employers, and other partners. There was great in addressing some of the systemic challenges that often prevent expansion of CTE programs. Now is the time to restart these conversations and map out a comprehensive plan for 2022 and 2023 to collaboratively address the systemic challenges that are mentioned frequently by CTE directors, instructors, and high school staff.

Educate Maine could serve as a neutral collaborator to bring together the various groups (MACTE, MPA, MSMA, others) to develop a consensus-based focus on these challenges using both virtual and in-person engagement strategies. This work would need to be done in partnership with other organizations in order to make change. Educate Maine is uniquely positioned to help especially given the demands currently on our in-school educators and administrators in 2021. The first step would be to identify and understand the challenges by examining the data and input from CTE stakeholders. It would be essential to have consensus on the areas to address so that the stakeholders are active members of the planning efforts and can commit to the solutions. There is also existing work happening with MACTE, the Maine Community College System, and the Maine Department of Education on some of the particular areas; Educate Maine would help make sure this great work is integrated and championed throughout the process. The next step would be to assemble diverse working groups to understand the challenges and make particular recommendations to address the areas of concern. These meetings would be both virtual and in-person. This phase of the work would take much of the 2021/2022 school year. Educate Maine would manage these working groups and coordinate the data, meetings, and consensus building. The recommendations from each working group would then be integrated into a full implementation plan for review with the Maine State Board of Education. A preliminary report will be delivered by the end of the 2021 calendar year, in time for the 2nd Session of the 130th Maine Legislature. The final report will include a variety of action steps and timelines which could be executed by a variety of organizations in order to address the systemic challenges.

This collective work is essential to the long-term success of CTE students.

Proposed timeline: July 2021-June 2022

Proposed cost: \$20,000 (based on year-long engagement with stakeholders)

**This budget estimate does not include any overnight costs or food for participants.*

The total cost of this proposal is \$30,000 and the projects will be accomplished from July 2021 through June 2022.

Copy of State Board of Education Exhibit for Final Vote:

The State Board of Education approve a FY22 Perkins contract award, in the amount of no more than \$30,000, to the Educate ME foundation. Funds will be used to collect and analyze CTE fiscal data in order to make recommendations on supplemental funding; collect CTE data points in order to show CTE educational trends; and to facilitate CTE stakeholder working groups in order to determine actions steps and timelines to address CTE strategic priorities. In accordance with the Perkins V Act sections 121(a) Eligible Agency Responsibilities and 122(a) State Plan requiring stakeholder engagement, the State Board of Education CTE Committee will partner with Educate Maine to oversee all aspects of this initiative.

The CTE Committee reviews proposals and makes recommendations to the full State Board for approval of programs to enhance CTE education. Following much discussion, the Committee agreed to bring a recommendation to the Board to be placed on the business agenda at the July 14, 2021 Board meeting.

MOTION by Wendy Ault, seconded by Wilson Hess, and unanimously voted by those present to bring a recommendation to the State Board of Education to award a contract, subject to normal Perkins procedures, to Educate ME to be paid for by State Level funds, not to exceed \$30,000.00.

VII. Updates:

Status of CTE-related legislative initiatives and the distribution of ARP/ESSER funds under the Title I formula.

No update from CTE directors present on ARP/ESSER funds.

Handouts at Meeting: (copies in file)

- Agenda
- Perkins report for period ending March 31, 2021
- Report for the George Briggs funds – Grant cycle is July 1 to June 30.

The next Committee meeting is scheduled for Thursday, July 22, 2021 at 10:00 AM, by Zoom.

Adjournment:

The June 24, 2021, CTE Committee meeting adjourned at 11:14 AM.

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