



Career and Technical Education Committee
Maine State Board of Education
Minutes of the May 28, 2020 Meeting

The Career and Technical Education (CTE) Committee held a virtual meeting on Thursday, May 28, 2020. The following were present: Committee Chair John Bird; Wendy Ault; Jana Lapoint; and Wilson Hess (Board Members). Dwight Littlefield, CTE Director; and Donna Tiner, Perkins Grant Manager (Department of Education); and Mary Becker, Secretary Specialist, State Board of Education

Guests: Amy Boles, Director, Hancock County CTE Center; Beth Fisher, Director, Mid-Coast CTE Center; Peter Hallen, Director, Mid-Maine Technical Center; Don Cannan, Executive Director, Maine Administrators of Career and Technical Education (MACTE); Staci Grasky, Perkins Grant Manager, Maine Community College System; and Kate Leveille, Evaluation Associate, Hart Consulting

I. Call to Order:

John Bird called the meeting to order at 10:03 AM.

II. Committee Chair Overview: *John Bird*

Chair Bird welcomed all members and guest 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 April 23, 2020 minutes as distributed.

IV. Standing Reports/Updates:

A. Financial Reports

1) *Perkins*

- i. Donna Tiner reported that the Perkins FY20 funds have been pushed out a few months, through September.
- ii. Received grant award for FY21. Federal budget is past October 1st and they are anticipating no resolution until after elections. If there are cuts across the board, it would probably be for FY22. The total is just over six million dollars.

2) *Briggs*

- i. No changes since the January deposit. The next check deposit is due in July.

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.

V. Planning Review:

- A. Perkins V Update – Dwight Littlefield and Donna Tiner
 - a. The Perkins Five Year Plan has been approved.
 - b. John Bird congratulated Dwight Littlefield, Donna Tiner, and staff that worked on the Perkins State Plan.

VI. Special Reports and Presentations:

No Special Reports or Presentations

VII. Other Business

A. Industry Certification Concerns

Progress has been made regarding certification concerns.

- Some CTE centers/districts were able to bring students in for testing by following protocol of less than ten people in a room. Most of the testing is completed by following guidelines. They were able to use the waiver for hours.
- For students over 18 - there has been a pathway available for them.
- For the welding program – students typically go to Eastern Maine Community College for testing however, the school is currently shut down.
- There are six programs that need testing – some centers/districts have had no exams yet as students are not allowed in schools. Hoping by the end of the week there will be a resolution – waiting for approval by superintendents.
- There has been some conversation about bringing students back “hands on” as safely as possible throughout the summer.
- Two weeks-ago the DOE released guidance for summer programming. It is a superintendent’s decision if students in their district are allowed back in schools. An executive order is out regarding libraries and schools opening over the summer months.

B. Resolution on Hart Consulting proposal

Hart Consulting Proposal for Services to Educate Maine and the Maine State Board of Education was presented by Kate Leveille, Evaluation Associate, Hart Consulting at the April 23rd Committee meeting.

Maine has set a goal of increasing the number of students with a Career and Technical Education (CTE) experience in grades 9-12 by 2023 with a special focus on students in 9th and 10th grade. The 9th and 10th grade projects need to be evaluated upon completion.

The State Board asked Educate Maine as their fiscal agent, with Hart Consulting providing the service, to undertake the project. The Committee did not pursue a formal recommendation at the April 23rd meeting. The Committee discussed and will bring a resolution to the full Board at the June 10th meeting.

Donna noted that the reserve funds are currently \$350,000.00. Briggs money is currently available for the Hart Consulting proposal - \$20,000.00. It will be October 1, 2020, before the exact amount of available Perkins funds is known.

Following discussion, there was a broad consensus to accept and carry forward the proposal from Hart Consulting.

MOTION by Wendy Ault, seconded by John Bird, and unanimously voted by those present to bring before the full Board at the June 10, 2020 meeting a recommendation to approve a FY21 Perkins contract, in the amount of no more than \$20,000, to the Educate ME foundation. This contract will be funded with State level Perkins funds. Acting as the Board's fiscal agent, Educate Maine will be responsible for the evaluation of 9th and 10th grade CTE pilots in order to facilitate discussion on how to integrate these opportunities statewide.

C. Continued discussion of potential CTE summer institute

Kate Leveille was available for comment and to answer questions in Jason Judd's absence.

The discussion focused on Jason's outline of a proposal for a follow-up to last year's August CTE summit at the Sugarloaf Mountain Hotel (see attachment).

While meeting participants who attended the retreat last summer (2019) were generally pleased with the outcome and would support a follow-up gathering to sustain momentum, the broad consensus expressed at the March 26 and April 23, 2020, meetings remains – namely, that the continued uncertainty around the long-term impact of COVID-19 makes committing to a follow-up summit impractical at this time.

At the April 23rd Committee meeting, participants also agreed that the long-term success of such a summit retreat hinges on partnering with Maine School Management (MSMA), the Maine Principals' Association (MPA), school superintendents, business partners, and others who are crucial to implementing the current CTE agenda. The lack of broad representation from these groups at last August's retreat was disappointing in this regard.

John Bird and Wilson Hess will be having further discussion with Jason. Following discussion by the Committee and representatives of the CTE community, the Committee decided to not hold a summit in August and will wait to see how things play out once the school year has started.

D. Perkins V carryover funding and application process for 2021

The Committee has previously discussed the application process and agreed that they would not use the RFP process this year but would use the “willing and qualified” process. This would all be an outgrowth of containing the projects this year, along with evaluation and going forward with 2021.

Handouts at Meeting (copies in file)

- Agenda
- Draft minutes of the April 23, 2020 committee meeting
- Maine Career and Technical Education Summer Summit outline

The next Committee meeting is scheduled for Thursday, June 25, at 10:00 AM, by Zoom again. More details to follow.

The CTE Committee meeting adjourned at 10:47 AM.