



Career and Technical Education Committee
Maine State Board of Education
Minutes of the October 22, 2020 Meeting

The Career and Technical Education (CTE) Committee held a virtual meeting on Thursday, October 22, 2020. The following were present: Committee Chair John Bird; Wendy Ault; Jana Lapoint; Jane Sexton; and Wilson Hess (Board Members). Dwight Littlefield, CTE Director; 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; Peter Hallen, Director, Mid-Maine Technical Center; Julie Kenny, Director, Bath Regional CTE Center; Bobby Deetjen, Director, Region 8 Rockland; Joan DeCosta, Perkins Grant Coordinator, Maine Community College System; and Kate Leveille, Evaluation Associate, Hart Consulting.

I. Call to Order:

John Bird called the meeting to order at 10:04 AM.

II. Committee Chair Overview: *John Bird*

Chair Bird welcomed all members and guests to the meeting and reviewed the agenda.

III. Acceptance of Minutes:

No minutes for acceptance.

IV. Standing Reports/Updates:

A. Financial Reports

1) *Perkins*

- i. Donna Tiner reviewed with the Committee the Perkins Quarterly report for the period ending September 30, 2020.

2) *Briggs*

- i. No changes from the last meeting.

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. Workshop:

Continuation of deliberations on allocation of Perkins carryover funds for 2020 with the objective of fashioning a recommendation for the State Board of Education to consider at its next meeting on November 4, 2020.

ESSERF (Elementary and Secondary School Emergency Relief Funds)

- Funds went out to SAUs only
- Regions were not included and would need to connect to a SAU to utilize the ESSERF funds

COVID Relief Funds (CRF):

- District by district – went out to SAUs and CTE Regions – Must be used on or before December 30, 2020
- Regions are treated differently than centers
- At the September 24, 2020 Committee meeting, it was suggested that it would be helpful for the CTE Committee to know where the money went and the amount to each school. Dwight Littlefield and Donna Tiner gathered the information and presented a spreadsheet to the Committee:
 - ESSERF dollars to each SAU
 - CRF dollars to each SAU and CTE Region

Donna Tiner shared with the Committee some ideas to start the discussion for grant usage and explanation keeping in mind schools will need to submit activities for approval so how they use the funds will be documented.

The State Board of Education will be allocating FY21 Perkins V targeted reserve grant funds to secondary CTEs in order to reduce burdens created due to the COVID pandemic. The distribution formula will be based on the Perkins basic grant formula, combined with reductions based on funds distributed through the CARES Act in order to create more equity in COVID federal fund assistance. The goal of the State Board of Education is to fill unmet needs created due to the COVID pandemic in order to continue high quality secondary programs.

Notes were provided on how the Board will allow the use of funds to reduce burdens due to COVID-19.

The Committee had a conversation regarding funding to support CTE students in the best way possible and agreed to make a recommendation to go before the full State Board of Education on November 4, 2020. An exhibit will be placed on the November 4, 2020 business agenda.

MOTION by Jane Sexton, seconded by Wendy Ault, and unanimously voted by those present to recommend that the State Board of Education, at the November 4, 2020 meeting, approve the allocation the FY21 Perkins V targeted reserve grant funds, and unused FY20 Perkins V targeted reserve grant funds to be allocated to Maine's secondary CTE eligible recipients to reduce burdens created due to the COVID pandemic. Total amount allotted will not exceed \$535,309. 1) FY21 Perkins V targeted reserve grant funds to be allocated is \$353,309; 2) FY20 Perkins V targeted reserve grant funds to be allocated will be determined after the conclusion of the FY20 fiscal year, December 31, 2020 and will not exceed \$200,000. Funds will be used in accordance to, section 112 (c) of the Perkins V Act and will supplement and not supplant current resources. Funds will be distribution to help create more equity in federal COVID support among the secondary CTE schools.

MOTION by Wendy Ault, seconded by Jane Sexton, and unanimously voted by those present to recommend that the State Board of Education approve the Quarterly report for the period of July 1, 2020 through September 30, 2020 of the State of Maine Plan for the Strengthening Career and Technical Education for the 21st Century Act (P.L. 115-224) at the November 4, 2020 State Board of Education meeting.

VI. Updates

A. Educate Maine

Kate Leveille reported that there are no updates on the evaluation.

B. Industry Certifications

- No update

C. MACTE Leadership Transition

The process is underway. Looking to identify an appropriate candidate in the coming months.

CTE Directors Conference Update

Comments on the October 9, 2020 Virtual MACTE Conference:

- It was an amazing conference and sessions were robust
- Appreciated the sessions and how much she learned
- Ability to go back to sessions throughout the conference was valuable
- Platform worked very well
- Best virtual conference ever attended
- Took away a lot from the conference – compliments to the organizer
- There were a variety of virtual sessions including a session on social and emotional learning. Breakout sessions were held on college and career topics.

Handouts at Meeting (copies in file)

- Agenda
- Draft minutes of the September 24, 2020, committee meeting
- Exhibit – Request Approval of the Quarterly Report of the Maine Carl D. Perkins Grant as authorized under the Strengthening Career and Technical Education for the 21st Century Act (P.L. 115-224)
- Carl D. Perkins Report for Period Ending September 30, 2020
- Exhibit – Request Approval to allocate Maine Carl D. Perkins Targeted Reserve Grant funds as authorized under the Strengthening Career and Technical Education for the 21st Century Act (P.L. 115-224)
- George Briggs Funds for grant cycle July 1 to June 30, 2020
- CTE Cares Act Allocations and Secondary Funds Chart
- Secondary Funds – Perkins COVID Reserve – CARES Act
- USDOE Grant Award Notification

The next Committee meeting is scheduled for Thursday, November 19, 2020 at 10:00 AM, by Zoom again. More details to follow.

MOTION by Wendy Ault, seconded by Jana Lapoint, and unanimously voted by those present to adjourn the October 22, 2020 CTE Committee meeting at 11:34 AM.

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