



Career and Technical Education Committee
Maine State Board of Education
Minutes of the September 24, 2020 Meeting

The Career and Technical Education (CTE) Committee held a virtual meeting on Thursday, September 24, 2020. The following were present: Committee Chair John Bird; Wendy Ault; Jana Lapoint; Jane Sexton; 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; Peter Hallen, Director, Mid-Maine Technical Center; Julie Kenny, Director, Bath Regional CTE Center; Rob Callahan, Director, Lewiston Regional Technical Center; Staci Grasky, Perkins Grant Manager, Maine Community College System; Joan DeCosta, Perkins Grant Coordinator, Maine Community College System; Jason Judd, Executive Director, Educate Maine; and Kate Leveille, Evaluation Associate, Hart Consulting.

I. Call to Order:

John Bird called the meeting to order at 10:05 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:

MOTION by Jana Lapoint, seconded by Wendy Ault, and unanimously voted by those present to accept the August 27, 2020 minutes as written.

IV. Standing Reports/Updates:

A. Financial Reports

1) *Perkins*

- i. Donna Tiner reported that the extension of the Perkins Funds until September gives schools until December to request funding. Actual carryover will not be known for a couple of months. The reserve funds are the same - \$350,000.00.

2) *Briggs*

- i. Received a check - balance of \$171,000.00

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:

Allocation of Perkins carryover funds for 2020 (amount as yet unknown) and available Briggs funds – a general discussion of possible uses to benefit CTE students

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
- Dwight and Donna are not involved in the process of the CRF as Stan Sawyer is over seeing for the DOE. 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 and Donna will work to gather the information for the Committee.
- MACTE has concerns regarding the impact on CTEs with little access to funds.

The Committee had a conversation regarding Perkins carryover funds and Briggs funds and possible uses to benefit CTE students.

- Challenges for CTEs
 - Restrictions on how money can be spent
 - Huge cost increase for supplies with COVID is needed
 - Automotive – students need own supplies
 - Culinary arts – students need own supplies
 - Flexibility on material cost – students need their own tools to work with
 - Infrastructure issues – no internet in some rural areas for students to connect for remote learning
 - Question if smaller grants are better for 9th and 10th grade programs
 - Competitive grants require an RFP

- Look at what items are allowable with Perkins funds by law
- It was suggested that a survey to gather data would be helpful. Educate Maine would be willing to assist with a survey but have been hesitant with the workload of schools opening.

The Committee will have further discussion at the October 22nd meeting.

VI. Updates

A. Educate Maine

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

Kate updated the Committee on a project that Jason Judd, Dwight Littlefield, and MELMAC are a part of - a virtual career fair for CTE students. Given that people can't go into schools and students can't go into businesses due to COVID, this will provide a workable alternative for student exposure to many available trades. A group of businesses and others have met to discuss putting together a virtual construction trade show. This will be a robust platform with a socially distanced watch party and breakout room sessions. There will be 8 to 10 employers participating to give students in depth information about each employer. The project is planned for November or December. It will provide a business and education connection alternative for student exposure to careers.

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

Jason Judd announced that the CTE Directors Conference will be held virtually on October 9, 2020. The event will be from 8:30 AM to 2:30 PM. Registration is now open, and all Board members are invited to attend. *A summary of the conference:* Opening comments will be by Rob Callahan on behalf of MACTE, the Commissioner of Education will be speaking, and David Daigler from the Community College System will be speaking. There will be a variety of virtual sessions including a session on social and emotional learning. Breakout sessions will be held on college and career topics. A new partnership this year, which is great - they are working with Wendy Ault and MELMAC grantees which will also be included in the event. MELMAC grantees and coaches are invited to attend. Closing remarks will be from the Deputy Executive Director from the National CTE Association. There will be time for Wendy Ault and Lucas Caron from MELMAC to meet with grantees.

Handouts at Meeting (copies in file)

- Agenda
- Draft minutes of the August 27, 2020, committee meeting
- Strategic Plan 2016-2021 and Action Agenda for 2021

The next Committee meeting is scheduled for Thursday, October 22, 2020 at 10:00 AM, by Zoom again. More details to follow.

MOTION by Jana Lapoint, seconded by Jane Sexton, and unanimously voted by those present to adjourn the September 24, 2020 CTE Committee meeting at 11:32 AM.

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