

Briggs Funding Proposal to the Maine State Board of Education – CTE Committee

Request for Support: Development of a Statewide Strategic Plan for Maine Career and Technical Education (2025 to 2030)

Submitted by: Maine Association of Career and Technical Educators (MACTE)

Total Request: \$8,000

Purpose

On behalf of the MACTE leadership team, we respectfully request Briggs' funding support to begin the development of a formal strategic plan for Career and Technical Education in Maine. This plan will be developed through a two-phase process, starting in July 2025 and continuing into the 2025–2026 school year.

This effort builds directly on the work of the *Innovation and Future Readiness: Career and Technical Education in the State of Maine* report by Rachael Mann, which the State Board generously supported. The report highlighted the need for a more unified statewide vision, stronger alignment with workforce trends, and improved support for CTE leadership and instruction across the state. This proposal is intended to take the next step by acting on those recommendations in a structured and collaborative way.

Why This Work Matters

Each of Maine's 27 CTE centers and regions has built strong and responsive programs, often tailored to the specific needs of local students and communities. However, we continue to face shared challenges:

- Limited coordination across centers and regions
- Inconsistent access for students depending on geography or sending school
- Gaps in workforce alignment in some areas
- A need for greater professional development support for both leadership and instructional staff

Rather than address these in isolation, this proposal gives us the opportunity to come together, identify common goals, and create a practical, statewide plan to guide the next five years of our work.

Project Overview

Phase 1 – July 2025 Strategic Planning Kickoff

This session will take place during the MACTE Conclave and will bring together Directors, Assistant Directors, and Student Services teams from across the state. We will use a three-hour facilitated work session and working lunch to:

- Begin building a shared vision
- Identify top priorities for strategic planning
- Outline initial focus areas for the months ahead

Phase 2 – Full-Day Planning Summit

A follow-up full-day session will be scheduled during the 2025–2026 school year. This working summit will:

- Finalize a draft strategic plan
- Identify statewide goals, key actions, and areas for alignment
- Develop initial metrics and tools to track progress over time

Deliverables and Timeline

Deliverable	Description	Timeline	Intended Users
1. Planning Session Summary Reports and Final Project Report	<p>Phase 1 Summary Report: Brief summary of the July 2025 Conclave, including common themes, early areas of consensus, and a draft statewide vision.</p> <p>Phase 2 Summary & Strategic Plan Draft Report: A final report from the winter session compiling all planning outcomes and an updated draft of the statewide strategic plan.</p> <p>Final Project Report: A comprehensive, end-of-process report that includes deliverables from both phases, finalized themes and findings, and recommendations for next steps in implementation and PD planning.</p>	<p>Phase 1: Status Report to State CTE Board in September 2025</p> <p>Phase 2: Winter 2026</p> <p>Final Report: Late Spring April/May 2026</p>	MACTE, State Board CTE Committee, DOE, National CTE Partners, Other State Educational Partners
2. Regional Planning Toolkit	A collection of practical tools developed and refined by local centers during the planning sessions. These may include planning templates, self-assessment rubrics, sample meeting structures, and advisory engagement strategies. MACTE will compile and adapt these local resources into a shared toolkit for statewide use.	Fall 2025 (with strategic plan draft)	CTE Directors, Assistant Directors, MACTE, DOE
3. Draft Statewide CTE Strategic Plan (2025–2030)	A collaboratively developed working draft that includes a statewide vision and mission, priority goals, aligned strategies, and suggested implementation phases.	Fall/Winter 2025 (after Phase 2)	MACTE, State Board CTE Committee, DOE, National CTE Partners, Other State Educational Partners
4. Draft Metrics and Progress Indicators	Early indicators to help evaluate progress locally and statewide. Includes suggested metrics for CTE program access, enrollment, workforce alignment, and credentialing, etc.	Spring 2026	MACTE, State Board CTE Committee, DOE, National CTE Partners, other State Educational Partners
5. Identification of Professional Development Priorities	A summary of PD needs for CTE leadership and instructors based on input gathered during both planning phases. Will help guide future statewide training and support efforts and will be presented in a separate report from the strategic plan.	Fall 2025/Spring 2026	CTE Directors, Assistant Directors, MACTE PD Committee, Maine DOE CTE Team

Subset Deliverable: Future Statewide PD Planning: Professional Development Planning Component:

While this project is not designed to deliver professional development directly, we do plan to begin identifying the most pressing PD needs statewide. This work will guide the development of a future PD plan that supports leadership growth, instructional alignment, and the goals outlined in the strategic plan.

- Over the next 6–8 months, MACTE leadership will begin to use this input from this work to begin outlining a coordinated professional development structure to support CTE staff and instructors across Maine.
- This planning will focus on leadership development, instructional alignment, and steps that strengthen the CTE instructor certification pipeline.
- MACTE may return to the State Board and the Briggs Fund with a future funding request to help launch this work.

Budget

Item	Description	Cost
Facilitator – July 2025 Session	Design, facilitation, and summary/planning documentation for next session.	\$2,000
Facilitator – Follow-Up Full-Day Session	Full-day facilitation, prep, and final reporting	\$3500
Lunch and Materials	Lunch and materials for approx. 75 participants x 2	\$2,500
Total		\$8,000

MACTE will handle all logistics, outreach, coordination, and venue planning.

Anticipated Impact

With this modest investment, we will be able to:

- Develop a statewide strategic plan for CTE
- Strengthen collaboration across all 27 CTE centers and regions
- Identify shared priorities, goals, and challenges
- Establish a foundation for better alignment and coordination
- Position ourselves for future funding, policy support, and growth
- Strengthen CTE programs, support instructors and schools, and begin developing a coordinated professional development plan

Sustainability

The resulting plan and tools will be shared across all CTE centers and regions and updated regularly as part of MACTE's ongoing professional development and coordination work. We also anticipate that this plan will help guide future conversations with policymakers, funders, and partners.