



**Career and Technical Education Committee**  
Maine State Board of Education  
Minutes of February 27, 2025, Meeting

The Career and Technical Education (CTE) Committee held a meeting on February 27, 2025, virtually via Zoom. The following were present: Committee Chair Edmond Morin, Wendy Ault, Committee Member, Paulette Bonneau, Committee Member, Dwight Littlefield, State CTE Director (Department of Education), Melissa Sherwood, CTE Perkins Grant Manager (Department of Education)

Guests: Amanda Peterson, Director, United Technology Center, and President of MACTE; Dave Keaton, Executive Director of MACTE; Joan DeCosta, Academic Program Coordinator, Maine Community College System.

**I. Call to Order:** Edmond Morin, Committee Chair, called the meeting to order at 10:06 AM under the State Board's remote meeting policy.

**II. Committee Chair Overview:** (*Edmond Morin*) Ed welcomed all members and guests to the meeting and reviewed the agenda. Ed noted that he had been able to visit the CTE Hall of Flags event and was impressed with how willing staff members and students were to explain what was happening with CTE in their schools. Paulette said she'd also been at the Hall of Flags event and felt it was really productive and that, even though the legislature was not in session several legislators visited as did the Governor.

**III. Adjustment to the Agenda:** (*Edmond Morin*) No Adjustments to the Agenda.

**IV. Acceptance of Minutes:** Motion by Wendy and seconded by Paulette to accept the minutes of 01/23/2025, as amended. The motion was passed unanimously,

**V. Public Comment:** No public comment.

**VI. Standing Reports/Updates:**

A. Financial Reports

**1) Briggs Trust/Perkins Fund Balances YTD (*Melissa Sherwood*):**

Melissa reported that the Briggs Trust total is \$251,934.83.

Regarding Perkins, Melissa reported that the DOE CTE team had provided the State Board of Education with the Perkins second quarter report for consideration. The Department has requested an extra month's extension on their Comprehensive Annual Report (CAR) which they submit to the federal government. While they had almost everything completed by the January

31<sup>st</sup> deadline, because of the timing of grant closeout at the end of January, those final fiscal reports weren't going to be ready in time.  
She says requesting extensions is very common among states.

#### B. Updates

**1) State Director's Update: (*Dwight Littlefield*):** DOE CTE Director Dwight Littlefield reported that there was a great turnout for their annual Hall of Flags event. He says they are putting together professional development materials to share with CTE Directors, and that they will be asking for SBE support as they update catchment area information including updating student enrollments. These are the populations of school districts that send their students to each CTE Center or Region. He says that it hasn't been done since 2002 and, while there's not been a lot of movement, there are some Districts, for example, that have changed their names. There's no firm date on when that might happen. Plans are to update every five years going forward. Dwight reports that a CTE Southern Maine Regional Advisory Group has been created and they want to bring it other parts of the state. They have developed externships for CTE Instructors to pilot in June. They are meeting with OCTAE, the federal office of Career, Technical and Adult Education, to provide updates to the state plans and accountability measures.

Funds from a \$20 Million Equipment and minor infrastructure bond will be available in May. Dwight says CTE's applied for a little more than \$8.5 Million dollars. A big reason so much money was not applied for was because the Maine Municipal Bank requirement that the requests go out to referendum in each of the communities in A CTE's catchment area which, in some cases, could be more than 3 dozen communities. All the requests were approved.

**2) Community College Update: (*Joan DeCosta*):** Joan mentioned she thought the Hall of Flags event was great and she really enjoyed talking with the students. She reports that the Community College computer system is being changed. They've used the old system for about 15 years and thought this would be the best move forward.

**3) MACTE Director's Update: (*Dave Keaton*):** Dave says all the reports he has received about the Hall of Flags event have been good. He reported on CTE related legislation that MACTE is weighing in on. He also said that the CTE Student of The Year celebration is May 3<sup>rd</sup> in the EMCC Johnston Gymnasium.

**B. Reports from the Field:** Amanda Peterson, Director of United Technology Center and President of MACTE, says they are in enrollment season and are trying to hold monthly career fairs with an eye toward summer employment, jobs after graduation or next steps for college. She also says that, in March, MACTE will be asking the CTE Committee about providing Briggs funds for Instructor Professional Development.

**VII. Old Business** – Nothing was discussed

**VIII. New Business:** No new business

**This meeting was adjourned at 10:52 AM**