



Career and Technical Education Committee
Maine State Board of Education
Minutes of February 26, 2026 Meeting

The Career and Technical Education (CTE) committee held a meeting on Wednesday, February 26, 2026 virtually via Zoom. The following were present: Committee Chair Edmond Morin, Committee Member Wendy Ault, Committee Member Paulette Bonneau, and Mary Becker, Interim Office Specialist, State Board of Education.

Guests: Dwight Littlefield, State Director for CTE, MDOE; Melissa Sherwood, Perkins Grant Manager, CTE, MDOE; Shawn Lagasse, CTE, MDOE; Kevin Lavoie, Director, St. John Valley Technical Center, Mercedes Pour, Director of College Access and Secondary Partnerships, Maine Community College System (MCCS); Jeanne MacDonald-Johnson, Academic Program Coordinator, MCCS; Bill Tracy, MACTE President and Director of Hancock County Technical Center; Bobby Deetjen, Director of Mid-Coast School of Technology; Amanda Peterson, Director, United Technologies Center; Kate Howell, Deputy Director, Educate Maine.

I. Call to Order:

Chair Morin called the meeting to order at 10:05 AM under the State Board of Education's remote meeting policy, which requires vote be taken by roll call.

II. Acceptance of Minutes:

MOTION by Wendy Ault, seconded by Paulette Bonneau, and unanimously voted by those present to accept the minutes of the January 22, 2026 meeting as presented.

II. Standing Reports and Updates

- A. Financial Reports
 - Perkins updates:
 - Melissa Sherwood reported that they are in the third quarter of the fiscal year. State Board members received the quarterly report last month. They are well into the second half of the grant year. Schools are working on 2026 spend downs. They have had some check-ins and schools are doing a great job staying on track.
 - Comprehensive Local Needs Assessments (CLNAs) are being submitted. The CLNA is a requirement of Perkins every two years for secondary and post-secondary CTEs. The CLNA will show how Perkins funds are being used. This self-assessment is an opportunity for schools to identify challenges, successes, and action steps for the next two years in terms of programming, size/scope quality of CTE offerings, stakeholder engagement, accountability data, and other topics.
 - Comprehensive Annual Report (CAR) is due January 31. They received an extension to February 28 to finalize financials. They have been working with the Community College to get everything together.
 - Onsite monitoring for Perkins is part of the requirements to be sure schools are in compliance with the Perkins grant. She made a trip to Calais and Machias for an on-site visit and all went great.

- Briggs balance:
The balance with a recent check is \$266,016.51. If funding is obligated for the MACTE summit, proposal, they will work with the Department of Education's Finance team. The contracts are reimbursable contracts from the Service Center. The money would not be up-front. Invoices would be submitted and reimbursement made.

State Director's Update:

- Dwight Littlefield reported that February is CTE Month and that the Department hosted a CTE event in the Hall of Flags which welcomed secondary and post-secondary CTE students from across the state. Dwight thanked all that attended the event. He said it was great having the Community College system at the event. The Department will schedule the same three days in February next year.
- Consolidated Annual Report (CAR) for OCTAE: Dwight reported that they received an extension while they finalize the financials. There are a couple of items in the financials that they need to review. Dwight is meeting with Nicole Denis from finance to go over them with her.
- Perkins Plan: Dwight reported that they need to submit a Perkins Plan again this year to OCTAE. They are asking them to do this so that the submittal aligns with the update to the State WIOA plan. The USDOL and the USDOE are highly encouraging a combined Perkins and WIOA plan. The Maine Department of Education does not support this nor does the Maine State Workforce Development Board. This change would require a decision by the Governor.
- Comprehensive Local Needs Assessment (CLNA) Review: Dwight said they will start reviewing in the next few weeks for both secondary and post-secondary schools. This is done every two years as part of the Perkins application.
- School Reviews: They have two school reviews this spring – One at Foster Tech in Farmington and one at Region 10 in Brunswick.
- CTE Regional Advisory Meetings: They held three regional advisory meetings since January in Southern Maine at LRTC, in the North Central Region at UTC, and in Aroostook County in Presque Isle. This is the work that is being facilitated by Educate Maine and funded by MELMAC. They will expand to Western Maine this spring and then into the Mid-Coast region and Downeast in the fall.

Community College System Update (Mercedes Pour)

- Mercedes Pour from the Community College System said this is the first time that Community College students were invited to the Hall of Flags for the 3-day CTE event. Mercedes expressed her sincere thanks for the invitation. It was great to see the continuum of CTE in the Hall of Flags. The students were incredible.
- Mercedes took a moment to acknowledge Melissa Sherwood and the incredible support and guidance she has given to Jeanne MacDonald-Johnson, who is new to the Community College System staff.
- Mercedes met with Student Services Directors throughout the state. It was very beneficial and she came away with a to-do list. This week she is meeting with School Counselors.
- Mercedes shared slides with the Committee showing a number of students going directly from high school enrollment to a Maine Community College in 2022 through 2025. Students are pursuing technical trades.
- Mercedes also presented data on matriculated enrollment, highlighting the increase in career and technical programs and the decrease in liberal arts programs. She also noted that information on which programs have seen the largest increases and student success data are available.
- Wendy Ault inquired about specific CTE programs and student success data, which Mercedes confirmed were available.

Reports from the Field:

- The CTE directors agreed to give their reports at the next CTE Committee Meeting in March. The Committee moved on to Old Business.

4) OLD Business:

MACTE Briggs Funding Proposal

Maine Administrators of Career and Technical Education (MACTE) has submitted a Briggs Funding Proposal to the CTE Committee of the State Board of Education with a request to support a Maine CTE Summit to be held July 19, 20, and 21, 2026 at Sugarloaf. MACTE's request is for \$41,787.00 from the Briggs Trust to support the organization's plan to shift its annual Director's Conclave to a Maine CTE Summit. The initial version of the proposal was dated January 22, 2026. A great deal of feedback about the proposal was offered by Committee members.

MOTION by Wendy Ault, seconded by Paulette Bonneau, and unanimously voted by those present that the CTE Committee support the proposal in concept contingent upon the redrafting of the document to address specific areas raised by the Committee.

Adjournment

The Committee's next meeting is scheduled for Thursday, March 26, 2026, at 10:00 AM virtually via Zoom. Ed thanked everyone for their time and adjourned the meeting at 11:23 AM.