

Career and Technical Education Committee

Maine State Board of Education

Minutes of the May 28, 2026, Meeting 10:03 AM – 11:08 AM

The Career and Technical Education (CTE) Committee held a meeting on Thursday, May 28, 2026, virtually via Zoom. The following were present: Committee Chair Edmond Morin, Committee Member Wendy Ault, Committee Member Paulette Bonneau, along with Craig Flowers, Office Specialist II.

Guests: Dwight Littlefield, State Director for CTE, MDOE, Shawn Lagasse, Data Program Approval Manager CTE, MDOE, Melissa Sherwood, Perkins Grant Manager, CTE, MDOE; 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.

I. Call to Order: (*Chair Ed Morin*) Ed called the meeting to order at 10:03 AM under the State Board's remote meeting policy (all votes by roll call).

II. Committee Chair Overview (*Edmond Morin*) Ed welcomed everyone to the meeting. Ed mentioned how pleased he was to attend the County Teacher of the Year ceremony in the Hall of Flags. He noted that the Somerset County Teacher of the Year is Jeremy Bourque who's a Digital Media Instructor at Somerset Career and Technical Center in Showhegan. Wendy said she was thrilled to attend the celebration, as well.

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

IV. Acceptance of Minutes: Motion made by Edmond Morin and seconded by Wendy Alt to table the minutes of April 30, 2026 until the meeting in June.

V. Public Comment: No Public Comment

VI. Standing Reports/Updates:

A. Financial Reports
was \$266,717 with \$46,640 unobligated funds that haven't yet been assigned to any activities.
Briggs Update: (*Melissa Sherwood*): Melissa reported the Briggs trust balance

2) Perkins V Update: (Melissa Sherwood): Melissa reported that funding would be coming out July 1st from OCTAE, as schools are working on applications within the grant system. She stated that all of the comprehensive local needs assessments are done and approved, and that those assessments guide how the schools will utilize the Perkins funds for the coming fiscal year and the next one. Melissa says, in addition to being a Perkins requirement, these are also useful tools for the schools in terms of evidence and decision-making. She also indicated that the Federal CAR report had been approved, and the State Plan has been submitted without significant changes from the previous year.

Melissa also reminded the CTE committee that the State Board of Education has roughly \$400,000 in FY27 Perkins Reserve Funds to distribute, something she says should be done sooner than later. Last year the State Board sent each CTE school around \$15,000 which could be used for purchase of equipment, supplies and professional development, including DOE Instructor Certifications. This year, having spoken with OCTAE, Maine DOE is allowing regular Perkins money to be used for Maine DOE Instructor Certifications. MACTE President Bill Tracey says he supports dividing the funds equally which gives the schools flexibility in how they are used.

1) State Director's Update (Dwight Littlefield): Dwight provided updates on several ongoing projects, including the completion of CLNA reviews and preparation for the Perkins application process over the next 6-8 weeks. He announced that bond funding purchases must be completed by June 30. He says the team held its last regional advisory committee meeting the night before in partnership with Educate Maine and supported through MELMAC. Dwight also discussed the expansion of CTE Regional Advisory Committee meetings to cover the entire state next year, including new regions in Midcoast and Down East areas. He says the week of June 22nd they are doing externships. At least one educator from each CTE school will hook up with a business for 30 hours to learn and get a feel for the business. Then, on Friday, they're going to pull everyone together in Lewiston for a debrief. He says that they are finalizing an 18 month contract with CAST to do work with the CTE's on universal design learning.

2) MACTE President's Update (Bill Tracy): Bill Tracy spoke about the upcoming SkillsUSA Nationals. Bill discussed finalizing the MACTE budget for 26/27, to incorporate the addition of the Briggs money. Bill commented on not having an executive director, and the responsibilities of that position being absorbed by himself and the executive board. He says MACTE is looking to hire someone to run its endowment campaign they had previously labelled a capital campaign. He says they made the change because a capital campaign is typically used when you are looking to build or create something specific whereas endowment campaigns support the growth of an organization. Bill also provided an update on their Summit schedule for July at Sugarloaf.

3) Maine Community College System Update: (*Jeanne MacDonald*): At the request of the CTE Committee Jeanne gave a presentation discussing post-secondary performance indicators for Perkins V, of which there are three, using data from the 2025 CAR report reflecting outcomes and performance of the fall 2023 cohort which was still recovering from the COVID 19 pandemic. She explained the 1P1, 2P1, and 3P1 indicators: 1P1(post-secondary retention, transfer, or employment), 2P1 (post-secondary credential attainment), 3P1 enrollment in programs considered non-traditional based on the student's gender.

4) Educate Maine Update (Katie Howell) Kate Howell from Educate Maine announced that eight students would graduate from the Midcoast School of Technology carpentry pre-apprenticeship program and a cohort of students are completing the Region 10 auto-tech pre-apprenticeship program. These feed into some of Educate Maine's other apprenticeship programming. Kate reminded the group of the upcoming annual Educate Maine Symposium being held in December. She said the RFP's for the conference should go out next week.

5). Reports from the Field:

Bobby Deetjen, MCST: Bobby reported on their student recognition event that night at the Owls Head Transportation Museum. He also gave an update on planning for their upcoming Summit at Sugarloaf. He says a survey was sent to directors to ensure broad representation of business, educational, and policy leaders across Maine.

Discussion turned to the student leadership conference Bobby organizes, typically held in September or October, which has been limited due to funding and venue capacity to 100-120 students. Paulette proposed exploring Briggs Trust funding to help expand the event, given its direct impact on students. Wendy and Ed supported the idea. Melissa and Dwight didn't think there were any restrictions in the Briggs Trust language that would prevent this use. The group agreed that Ed, Melissa and Bobby would meet, with Melissa hosting via Zoom, to discuss this idea further.

Bill Tracy, HCTC: Bill spoke about the end-of-year celebration that is supported through MELMAC funds with T-shirts provided to the students, breakfast provided by the local rotary and lunch provided by the school. Bill also noted the awards ceremony on Tuesday night that saw \$60,000 in scholarships awarded. He noted senior recognition events at sending schools and 8th-grade visitation days scheduled for the next week.

Paulette Bonneau, BRCOT: Paulette said they were holding their end of the year celebration that evening in their auditorium that holds 900 people, with every seat full. She says they have had a pre-apprenticeship agreement with Pratt & Whitney and that

they have a second student going into their apprenticeship program. BRCOT also has pre-apprenticeship partnerships with Align and Solaris. Paulette says, for the first time, they have four first year electrical program students doing a summer internship with CMP focusing on their lineman program and starting at \$22.00/hour.

VII. Old Business – No Old Business

VIII. New Business – No New Business

This meeting was adjourned at 10:55 AM