



Career and Technical Education Committee

Maine State Board of Education
Minutes of the May 23, 2024 Meeting

The Career and Technical Education (CTE) Committee held a meeting on Thursday, May 23, 2024 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) and Shawn Legasse, Office of Workforce Development & Innovative Pathways (Department of Education)

Guests: Joan De Costa, Academic Program Coordinator, Maine Community College System; Amanda Peterson, Director, United Technology Center, and President of MACTE; Bobby Deetjen, Director, Mid-Coast School of Technology, and Kevin Lavoie, Director of St. John Valley Technology Center

I. Call to Order: Edmond Morin, Committee Chair, called the meeting to order at 10:07AM 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 introduced the SBE's new office specialist, Emily Cummins, who told the group a little bit about herself.

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

IV. Acceptance of Minutes: Motion by Wendy Ault to accept minutes, as amended; seconded by Paulette Bonneau.

Motion to accept minutes passed unanimously.

V. Public Comment: No public comment.

VI. Standing Reports/Updates:

Financial Reports

1) Perkins Fund Balances YTD (Dwight Littlefield): Last month CTE Committee approved the third quarter Perkins report which was sent on to the SBE which approved the report along with the first and second quarter reports. He says next year the CTE Committee will be receiving the reports on a more regular basis. Balances YTD Dwight says they continue to monitor. Perkins is in good shape with no changes. Wrapping up FY 23 and the schools are working on final expenditure reports. Melissa has been working through that process. Ed noted that there were 2 suggestions during our April meeting on how to use Perkins reserve money. Dwight suggested it might help bring in more male, non-traditional students; and Bobby noted that reserve funds could be helpful for those CTE schools who are seeing declining enrollments.

2) Briggs Fund Balances YTD (Dwight Littlefield): Dwight says that we have about \$180,000 to work with. Ed noted that Mr. Briggs was very adamant and made it very clear in his will to protect the principal and they have done a good job with that. Dwight added that Key Bank manages the trust, and we are sent quarterly checks, which are deposited into an account. To access those funds, the State of Maine procurement process must be followed. Discussion about creating a proposal for use of Perkins funding and the Brigg's Trust.

1) State Director's Update: (Dwight Littlefield): Dwight discussed the use of the reserve fund and requested that we, the state board, have a plan on how it is to be used sooner rather than later. Dwight recognized the importance of having the information to directors, preferably no later than the new school year. Out of this discussion, the action step to be taken is that Amanda will send a survey to the Directors to collect information on where the money is needed in the programs. Amanda says the committee will have this by the 31st of May. Paulette asked if Amanda could include in the survey some of the ideas that have been presented and options for what their need is.

4) Reports from the Field:

Amanda Peterson: Wrapping up the year. A middle school fair is happening next week. 300 middle school kids coming in for the day, which will be an extensive day. All the professions the kids are interested in will be built into the day. 87 seniors were inducted into NHS. One of our students won the ABC Contractors Group competition that does a video promotion campaign, and our student won that for the second year in a row. We're going to hire him to do some work for us next year.

Kevin LaVoie. Wrapping up the year and seniors last day is next Friday. That's when the awards ceremony will be. Middle school fairs will be held the following week.

Paulette Bonneau. Next Thursday we have our end of year ceremony. There is a field day tomorrow and a barbeque. Seniors are done next Thursday so they try to do something that is fun and different every year. We'll just wrap up the year and get ready for next year.

Meeting was Adjourned at 11:05 am.

