



CTE Committee Meeting

DRAFT Meeting Minutes

August 28, 2024

2:00 P.M. – 4:00 P.M.

Maryland State Department of Education

Nancy Grasmick Building, 200 W Baltimore St, Baltimore, MD 21201

MEMBERS PRESENT*

Myra Norton, Chair (IP)

Secretary Anderson (V)

Brian Cavey (IP)

Matt Holloway (V)

Secretary Portia Wu (IP)

Charnetia Young (IP)

Dr. Carey Wright (IP)

Secretary Rai (IP)

Rob Limpert (IP)

** IP (in-person) or V (virtual)*

MEMBERS ABSENT

Dr. Donald Boyd

Michael Thomas

GWDB STAFF

Rachael Stephens Parker

Molly Mesnard

Shuana Davis

John Strickland

The CTE Committee Public Meeting convened at the Maryland State Department of Education on August 28, 2024. Chair Myra Norton called the meeting to order at 2:00 p.m.

WELCOME & OPENING REMARKS

Chair Norton welcomed attendees and thanked Superintendent Wright and her team for hosting the meeting at the Maryland State Department of Education (MSDE). Chair Norton also mentioned the Lunch & Learn session held earlier in the day, which featured a presentation from Richard Kincaid, Vice President of the Office of College and Career Pathways at MSDE, and provided valuable insights into the work of the CTE Committee.

Molly Mesnard, Deputy Director of the CTE Committee, conducted a roll call of CTE Committee members participating in-person and virtually. A quorum of members was present

APPROVAL OF MINUTES

Chair Norton called for a motion to approve the minutes from the May 22 and June 26, 2024, meetings. The motion was made and seconded, the CTE Committee unanimously approved the meeting minutes from May 22, 2024, and June 26, 2024.

STRATEGIC NEXT STEPS

Chair Norton then turned the discussion to the strategic next steps for the CTE Committee. She emphasized the need for an effective employer recruitment strategy to meet the goal of reaching the Registered Apprenticeship goal by 2030. Chair Norton highlighted the complexity of this goal, particularly the need to align local education agencies (LEAs) with employers to address regional demand for specific jobs and apprenticeships. During the discussion, Superintendent Wright suggested that LEA superintendents should be involved in this conversation, as they could offer feedback on the successes and challenges they face regarding staff outreach and employer engagement. Chair Norton agreed, emphasizing that the CTE Committee's work is about driving disruptive innovation rather than incremental change. Members concurred that creating a robust partnership between schools and industries would require careful planning and targeted strategies.

APPRENTICESHIP POLICY

Rachael Stephens Parker, Executive Director of the Governor's Workforce Development Board (GWDB), presented the updated Apprenticeship Policy for consideration of approval to submit it to the Accountability and Implementation Board (AIB). This policy focuses on defining Registered Apprenticeships for Maryland high school students that will count in the *Blueprint for Maryland's Future* 45% goal. The policy defines completing the high school level of a Registered Apprenticeship as a minimum of 144 hours of related instruction and 250 hours of on-the-job training before graduation. The policy clarifies that a youth apprenticeship, which is not a Registered Apprenticeship in Maryland, can only count if the youth apprentice earns an approved industry-recognized credential (IRC), per the CTE Committee's IRC Policy. Ms. Parker also noted the extensive stakeholder engagement and feedback that influenced elements of the policy. Ms. Parker explained that this policy aims to prepare students for competitive workforce opportunities through hands-on learning and skill-building. The policy emphasizes that Registered Apprenticeship is the preferred method of meeting the 45% goal. Secretary Rai inquired about the number of high school graduates that could potentially participate in these

programs and stressed the importance of understanding the local industries and their needs. Chair Norton added that the focus should not just be on current occupations but also on identifying emerging jobs and industries that might offer new apprenticeship opportunities. The CTE Committee also discussed age-related restrictions in certain industries, such as construction, and how alternative solutions could be considered for students in those fields.

Chair Norton called for a motion to approve the Apprenticeship Policy for submission to the AIB. The motion was made and seconded. The Apprenticeship Policy was approved for submission to the AIB, with a unanimous vote from the CTE Committee.

INDUSTRY-RECOGNIZED CREDENTIAL (IRC) POLICY

Ms. Mesnard provided an update on the IRC Policy, which had been approved by the CTE Committee during the May 22, 2024, public meeting and was submitted to the AIB for final review and approval. The policy was approved by the AIB at their August 1, 2024, public meeting, with some feedback for future consideration. Ms. Mesnard reviewed the two items of [feedback](#). The first item of feedback from the AIB regarded the inclusion of students who may earn credentials after high school due to age restrictions in sitting for the credential assessment. Ms. Mesnard discussed the intent of the policy was to include these situations; however, there are challenges for tracking credential attainment beyond graduation and ensuring that these students are accurately reflected in the data. Regarding the second item of feedback, Ms. Mesnard explained that the policy included a definition of completion of an IRC wherein the four-year degree is the occupation's credential and there is no IRC for a high school student. The intent of the AIB's feedback was to avoid double counting with respect to the 55% goal, which was set in 2013, where 55% of Maryland adults ages 25-65 will have earned an associates degree. Secretary Rai from the Maryland Higher Education Commission (MHEC) explained that the 55% goal was developed sometime ago and as MHEC is revisiting this goal, there is consideration to look beyond just an associates degree. Members and staff discussed an acknowledgement that double counting may come up in a number of scenarios, but it was unclear to members as to why double counting would be an issue. It was also noted that MHEC, AIB, MSDE, and the CTE Committee would continue to parse out guidance with implementation of the 45% goal components and emphasized there may be a need to revisit policies in the future as data and student outcomes are analyzed. Members acknowledged that there was no need to change the definition of completion at this time. Ms. Mesnard then reviewed next steps now that the IRC policy is approved and timelines.

CTE EXPERT REVIEW TEAM 2024-2025 SCHOOL YEAR SCHEDULE

John Strickland, Expert Review Team Manager for the CTE Committee, presented the schedule for the CTE Expert Review Team (ERT) for the upcoming school year. He explained that the CTE ERTs will visit all 24 LEAs over the next two years to gather baseline information on CTE programs, including strengths, common challenges and best practices, among other things. Mr. Strickland noted that pilot visits had already been conducted in Queen Anne's and Anne Arundel Counties last school year, providing valuable insights. He invited CTE Committee members to participate in future visits, emphasizing that their presence would be crucial in understanding the real-world application of CTE programs.

CAREER COUNSELING PROGRAM

Ms. Parker gave a brief update on the career counseling program, which is being implemented in middle and high schools across Maryland. The need for consistent guidance and training for career counselors was highlighted as a key priority, ensuring that students receive meaningful support and direction as they prepare for future career paths. The GWDB CTE Committee staff anticipates leaning into providing more technical assistance around career counseling in the upcoming year.

FY25 BUDGET AND STAFFING

Ms. Parker reviewed the FY25 budget and staffing plan. Discussion focused on expanding staff capacity to support the implementation of the *Blueprint*. Ms. Mesnard shared that she would be transitioning her role to become a part-time Senior Advisor to the CTE Committee to provide her an opportunity to spend more time with her family. Chair Norton thanked Ms. Mesnard for all her work and is grateful that she will continue to be working with the CTE Committee in a different capacity.

ACTION ITEMS & NEXT STEPS

Ms. Parker outlined several follow-up actions based on the meeting discussions. This included finalizing and submitting the Apprenticeship Policy to the AIB, and scheduling additional meetings with key stakeholders, including LEA superintendents and local workforce boards, to further refine the employer recruitment strategy. The CTE Committee staff will also finalize the IRC policy for broader dissemination.

ADJOURNMENT

Chair Norton requested a motion to adjourn the meeting. The motion was made and seconded, and the meeting was adjourned.

Meeting materials can be found [here](#).

The recording of the meeting can be found [here](#).

Approved by the CTE Committee on November 13, 2024