

**MINUTES**  
**STATE BOARD OF CAREER AND TECHNICAL EDUCATION**

**333 Market Street | 1<sup>st</sup> Floor  
Harrisburg, PA 17126**

**November 18, 2020**

The meeting of the State Board of Career and Technical Education was convened virtually on Wednesday, November 18, 2020. Due to public health measures being implemented across the Commonwealth to address COVID-19, members of the Board and members of the public participated in the meeting virtually via webinar and teleconference. Public notice of the meeting was made in accordance with the Sunshine Meeting Act of 1986. The meeting was called to order at 1:00 p.m. by Chair Karen Farmer White.

**Attending:**

James Agras	Nicole Carnicella	Eva Rankin
Carol Aichele	Sandra Dungee Glenn	Hon. James Roebuck
James Barker	Pamela Gunter-Smith	Hon. Curt Sonney
Nathan Barrett	Jeffrey Keeling	Taiba Sultana
Jamie Bracey-Green	Hon. Maureen Lally-Green	Karen Farmer White
	Jonathan Peri	Lee Williams

**APPROVAL OF MINUTES**

The minutes of the March 18, 2020, meeting of the State Board of Career and Technical Education were approved on an **Agras/Barrett** motion.

**REPORT OF THE DIRECTOR  
BUREAU OF CAREER AND TECHNICAL EDUCATION**

Dr. Lee Burkett, Director of the Bureau of Career and Technical Education (BCTE), provided updates to the Board on the following topics:

**Continuity of Education for Career and Technical Centers Grant (CTE GEER)**

Dr. Burkett said federal CTE GEER grants were awarded to 71 Career and Technical Centers (CTCs) to provide funding to support effective continuity of education programs. This includes activities such as summer and other expanded programming, as well as industry credential assessments for students enrolled in Career and Technical Centers (CTCs) that were negatively impacted by COVID-19 mitigation efforts. Grants were calculated based on the Perkins secondary allocation formula and included consideration for buildings with 20 or more English Learners.

## **Civil Rights Activities**

Dr. Burkett reported that, in February 2020, the Office for Civil Rights (OCR) adopted and sent all 50 states a new Memorandum of Procedures (MOP) for the Methods of Administration (MOA) program. This new MOP required states to submit new MOA Plans - something that had not occurred in over three decades. BCTE submitted its MOA Plan in a timely manner to meet the July 1, 2020 deadline. The Plan was approved by the OCR in early August. Under this new MOA Program model, Dr. Burkett said student data from schools that receive Perkins funds will be analyzed to determine which schools seem to show the greatest disparity among protected student groups, and, hence, the most potential for civil rights noncompliance.

In 2020-21, Dr. Burkett said the BCTE will review one postsecondary and one secondary subrecipient, in conjunction with scheduled Perkins reviews. These MOA reviews will focus on at least three of the following areas: Administrative Requirements; Recruitment, Admission, and Counseling; Physical Accessibility; Comparable Facilities; and Services for Students with Disabilities. Additionally, BCTE has chosen as part of its new MOA Plan to select four LEAs with PDE-approved CTE programs for a desk audit of their compliance with Administrative Requirements under the Vocational Education Guidelines. With these four additional reviews, Dr. Burkett said BCTE will be in direct contact with at least six schools each year, rather than the five required in the old MOA Plan.

## **Consolidated Annual Report**

Dr. Burkett shared that the BCTE is in the process of preparing the Perkins Consolidated Annual Report for the U.S. Department of Education (USDE). This year's report presents CTE enrollment in a narrative section which includes information about how the Commonwealth has used federal Perkins funds from the previous year to achieve the goals of the Perkins state plan. In the past, BCTE would submit information on accountability measures, however, due to the Perkins Plan transition year, BCTE only is submitting data on enrollment.

## **Competitive Equipment Grants**

The Department announced that nearly \$1.2 million in competitive equipment grants was awarded to 32 CTCs and Area Career and Technical Education schools and one high school for the purchase of new equipment aligned to training students in high-demand occupations. The purpose of the grant is to purchase equipment aligned with the needs of local employers for use in PDE-approved CTE programs and to provide hands-on training to students in those programs. The maximum grant allowed under the program is \$50,000, and each grant must be matched dollar-for-dollar from a local source, which could include local school funds or contributions from business and industry partners.

## **Adult Accreditation**

Dr. Burkett said Board-granted accreditation for the adult education programs operated by two CTCs – York County School of Technology and Lehigh Career and Technical Institute – were set to expire in November 2020. Due to the COVID-19 pandemic, the BCTE is unable to conduct required site reviews as part of the reaccreditation process. Therefore, Dr. Burkett said

the BCTE will extend accreditation approvals for these two CTCs' adult education programs for one year with a new expiration date of November 2021. The extensions were communicated to USDE. Dr. Burket said self studies from the CTCs must be submitted in November 2020 and, if possible, site reviews will be scheduled during the Spring of 2021.

Dr. Jamie Bracey-Green inquired about the number of CTE students that enter postsecondary education. She shared that she thinks it would be beneficial to directly engage the voices of CTE students who are enrolled in college to entice other CTE students to pursue postsecondary studies.

In light of the pandemic, Sandra Dungee Glenn asked if accommodations are being made for junior and senior CTE students to complete internships that require hands-on training or site-related activities. Dr. Burket said some CTCs offered summer classes to help students finish programs for their industry credentials and other CTCs brought students back in the fall to finish hands-on training. She noted that the State Board of Cosmetology made a number of changes to its licensure requirements to provide flexibility in response to the pandemic.

### **PUBLIC COMMENT**

There was no public comment.

### **ACTION ITEMS**

There were no action items.

### **ANNOUNCEMENTS**

There were no announcements.

### **ADJOURNMENT**

There being no further items of business, the meeting was adjourned at 1:23 p.m. on a **Williams/Agras** motion.



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Stephanie Jones  
Administrative Assistant