

MINUTES OF THE SPECIAL MEETING OF THE CATEC CENTER BOARD

April 10, 2012

At 6:03 p.m., Mr. Steve Koleszar called to order the meeting of the CATEC Center Board.

BOARD MEMBERS PRESENT: Mrs. Diantha McKeel, Mr. Steve Koleszar, Mr. Ned Michie, Mrs. Pam Moynihan, and Mrs. Willa Neale.

BOARD MEMBERS ABSENT: Mrs. Leah Puryear.

STAFF MEMBERS PRESENT: Mr. Adam Hastings, Director.

OTHERS PRESENT: Dr. Rosa Atkins, Charlottesville City Superintendent; Dr. Pam Moran, Albemarle County Superintendent; Mr. Chad Ratliff, Albemarle County Assistant Director of Instruction and Innovation; Ms. Lee Davis, Charlottesville City Vocational Planner, Catherine Lochner, Kate Hibbs, and Achsah Carrier.

AGENDA ITEM: 12-21 PUBLIC COMMENTS

Achsah Carrier spoke as a member of the research committee for IMPACT, which is an inter-faith community organization that works on projects that hopefully are of benefit to the Charlottesville Community. Their vision entails a health care training collaborative which was discussed at their major meeting on March 26th. Ms. Carrier gave background information on the committee members. The committee's goal is for Martha Jefferson, UVa Health Systems, CATEC, PVCC, and the Workforce Center to work together to fill the skills gap. There is a need for a unifying strategic program in place to plan/prepare/fund/develop the educational programs that would benefit both the employers and those looking to improve their skills. They are proposing that all players get together to collaborate and make use of the training funding available through the hospitals. The group has researched "best practice" ideas nationally and is interested in a collaborative healthcare careers program in Cincinnati, Ohio. The hope is that all groups involved will meet in June and they will contact CATEC hoping CATEC will participate and contribute to this project.

AGENDA ITEM: 12-22 ENROLLMENT PROJECTION

Mr. Hastings called the Board's attention to the enrollment spreadsheet. He anticipates an estimated 50% increase in enrollment with only the four base high schools and Murray numbers included as of today. He gave credit to the instructors and the guidance counselors for the increase. He explained the information in detail and stated that the numbers are based on student requests through their guidance counselors. Mr. Hastings highlighted his areas of concern. There was discussion about the future of the courses with low enrollment numbers, who the vocational exploratory students are, and how that impacts English enrollment. In order to determine whether or not to retain a program, the following questions with regard to that program need to be answered:

1. Are there legitimate entries into the workforce?
2. Are there legitimate certification exams?
3. Are there business partners who will sustain CATEC programs?
4. Can those students be moved into post-secondary educational training?

There was a great deal of discussion with regard to what it would take to sustain/continue the Dental Assistant program.

AGENDA ITEM: 12-23 CLOSED SESSION

Mr. Michie offered a motion that the Center Board go into a Closed Meeting as authorized by the Virginia Freedom of Information Act, section 2.2-3711 (A) of the Code of Virginia under Subsection (1) for the purpose of discussing personnel issues. Mrs. Neale seconded the motion and the motion passed with Mrs. Puryear absent.

Certify Closed Meeting

Mr. Michie offered a motion that the Board certify by recorded vote that to the best of each Board member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the Closed Meeting were heard, discussed, or considered in the Closed Meeting. Mrs. McKeel seconded the motion. Roll was called and the motion passed by the following recorded votes:

AYES: Mrs. McKeel, Mr. Michie, Mrs. Neale, Mrs. Moynihan, and Mr. Koleszar.

NAYS: None.

ABSENT: Mrs. Puryear

The motion carried by a 5:0:1 vote.

Mr. Hastings pointed out the revisions that had been made to the Assistant Principal's job description. He also included a list of Organizational Goals for 2012-13 to be used a springboard for the search for an Assistant Principal. There was debate about having enough enrollment to justify an Assistant Principal position at CATEC. Mr. Hastings explained that the Assistant Principal serves as the designee when the Director is out in the community time meeting with businesses so that CATEC can be extended out into the community. An alternative model to replace the Assistant Principal's position was discussed as well as blending the AP and the Career and Technology Coordinator's positions. Creating a Community Engagement position was also proposed. There was a consensus to advertise the Assistant Principal opening at this time, but the request was made to continue the discussion and for Mr. Hastings to share his thoughts on the topic with the Board at a later time. Mr. Koleszar also asked Mr. Hastings to present the Board with firm figures, including his plan, to outfit the Dental classroom.

ADJOURNMENT

Mr. Koleszar adjourned the meeting of the CATEC Center Board.

Leah W. Puryear
Chairperson

Walter N. Charles
Clerk

08.21.12
Date

8.21.2012
Date