

**MINUTES OF THE JOINT MEETING OF THE
ALBEMARLE COUNTY SCHOOL BOARD
CHARLOTTESVILLE CITY SCHOOL BOARD
AND CENTER BOARD**

October 20, 2015

At 6:50p.m., Mr. Steve Koleszar called to order the CATEC Joint Board Meeting. Mr. Juandiego Wade called to order the Charlottesville City School Board. Mr. Koleszar stated that the Albemarle County School Board was not in order because they did not have a quorum.

CENTER BOARD MEMBERS PRESENT: Mr. Ned Michie, Mrs. Leah Puryear, Mrs. Willa Neale, Mrs. Pamela Moynihan, Mr. Steve Koleszar, and Dr. Kate Acuff.

CENTER BOARD MEMBERS ABSENT:

ALBEMARLE COUNTY SCHOOL BOARD MEMBERS PRESENT: Mrs. Pamela Moynihan, Mr. Steve Koleszar, and Dr. Kate Acuff.

ALBEMARLE COUNTY SCHOOL BOARD MEMBERS ABSENT: Mr. Jason Buyaki, Mr. Ned Gallaway, and Mrs. Barbara Massie Mouly.

CHARLOTTESVILLE CITY SCHOOL BOARD MEMBERS PRESENT: Mrs. Leah Puryear, Mr. Juandiego Wade, Mrs. Willa Neale, Ms. Jennifer McKeever, Ms. Colette Blount, and Mr. Ned Michie.

CHARLOTTESVILLE CITY SCHOOL BOARD MEMBERS ABSENT: Ms. Amy Laufer.

STAFF MEMBERS PRESENT: Ms. Catherine Lee, Strategic Planning and Workforce Development Officer; Mr. Craig Smith, Dean of Academic Affairs; Mrs. Deborah Gannon, Assistant Principal; Ms. Leslie Chisholm, Clerk; Mr. Norman Cooper, Auto Body Instructor; and Mrs. Anne Harrison, Adult Education Secretary.

OTHERS PRESENT: Dr. Pam Moran, Albemarle County Superintendent; Dr. Rosa Atkins, Charlottesville City Superintendent; Ms. Stephanie Carter, Program Administrator for Virtual Education; Mr. Chad Ratliff, Chief Operating Officer for Albemarle County Public Schools, and Dr. Adam Hastings, PVCC Dean of Business, Mathematics & Technologies.

AGENDA ITEM 15-59 AGENDA

Mrs. Puryear offered a **motion** to approve the agenda and Dr. Acuff **seconded** it. The **motion passed with Mr. Jason Buyaki, Mr. Ned Gallaway, Mrs. Barbara Massie Mouly, and Ms. Amy Laufer absent.**

AGENDA ITEM 15-60 PUBLIC COMMENTS

There were no public comments.

AGENDA ITEM: 15-61 PROGRAM PRESENTATION

Mr. Norm Cooper presented information about his Auto Body Program. Topics he covered included competencies, employment opportunities/earnings, and career pathways. His two guests were local employers who explained their need for well-trained workers.

AGENDA ITEM 15-62 **PROGRAM OF STUDIES**

Ms. Lee and Mr. Smith presented an update on CATEC's Strategic Plan and focused on the Program of Studies. They worked with both the City and the County schools in updating the Program of Studies format, content, and curriculum proposal for next year. They are proposing some of the same curriculum, but also two new academies for next year.

Ms. Lee reviewed what is in the Strategic Plan and went into great detail about the two new academies: Information and Engineering Technology Academy and Health and Medicine Academy. (There was a printout of the presentation given to the Board.) CATEC and PVCC formed a joint advisory council to evaluate the programs to date; there will be more meetings throughout the year. The intention is to increase dual enrollment credits granted to students in the programs this year and expand it for next year. Both Ms. Lee and Mr. Smith explained many aspects of the Cisco Academy and Ms. Lee stated that she hoped to have the classroom ready late spring/early summer; certainly no later than the fall.

Ms. Lee reviewed the plans for addressing student recruitment including updating CATEC's website and increasing its social presence. Also mentioned were presentations at the middle and high schools. Ms. Lee gave the Board an estimate (included in the handout) of the financial impact of the various plans she proposed. Mr. Smith explained the success metrics. Dr. Atkins asked about sharing the new classroom with PVCC and the adult program. Dr. Adam Hastings explained what PVCC offers now in IT and their future plans.

AGENDA ITEM: 15-63 **ENROLLMENT**

Mr. Smith called the Board's attention to the enrollment report. It is "holding steady" at 238 students. Some attrition during the school year is anticipated – especially during the first nine weeks.

AGENDA ITEM 15-64 **COMMENTS****Dean's Comments**

Mr. Smith reported on the outreach he has been doing at the various schools to increase enrollment and better serve the needs of the City and the County. He has had several meetings with principals, with guidance directors, and been at football games to make sure all are aware of what CATEC offers. Marketing materials such as brochures/pamphlets and giveaways have been handed out. Ms. Lee also explained that names and interests are being collected for the database and this will be an on-going process. Her intention is to follow up on every single one.

Adult Ed Coordinator's Comments

Mr. Bosselman was out of town, so Anne Harrison reported on his behalf. Currently there are 64 adult certificate program students and 184 apprenticeship students enrolled for the fall semester. This is 10 more students than were enrolled last fall. Ms. Lee stated that there is a wait-list; they are trying to open new classes to accommodate those individuals. Mrs. Harrison went into detail about surveys being conducted with graduates that will also be collected in the database. Mr. Koleszar reminded the Board that the Adult Ed department is financially self-sufficient and even

provides a slight surplus to CATEC's budget. When asked, Mr. Smith spoke briefly about therapeutic day treatment and resource support for students who need it.

Strategic Planning Officer's Comments

Ms. Lee had nothing to add to what had already been said.

MEETING ADJOURNED

Mr. Michie offered a **motion** to adjourn the meeting Charlottesville School Board meeting at 7:53p.m. Ms. Blount **seconded** the motion and **the motion passed with Ms. Amy Laufer absent.**

Leah Pappas
Chairperson
01-27-16
Date

Amber N. Chastain
Clerk
1.28.2016
Date