

MEETING MINUTES OF THE CATEC CENTER BOARD

January 15, 2019

At 6:02 p.m., Mr. Juandiego Wade called to order the meeting of the CATEC Center Board.

BOARD MEMBERS PRESENT: Mr. Juandiego Wade (left at 6:21p.m.), Mr. Jonno Alcaro, Mrs. Jennifer McKeever, and Ms. Katrina Callsen.

BOARD MEMBERS ABSENT: Mrs. Leah Puryear and Dr. Kate Acuff.

STAFF MEMBERS PRESENT: Dr. Daphne Keiser, Director; Mr. Doug Keaton, Assistant Principal; Mrs. Deborah Gannon, Adult Education Coordinator; Ms. Leslie Chisholm, Clerk; Mrs. Carol Robbs, Culinary Arts instructor; Mrs. Christina Rizzo, Instructional Assistant; and Dr. Kim Smyth, Veterinary Science instructor.

OTHERS PRESENT: Dr. Rosa Atkins, Charlottesville City Superintendent and Dr. Matt Haas, Albemarle County Superintendent.

AGENDA ITEM 19-01 AGENDA

Mr. Alcaro offered a **motion** to adopt the agenda. Mrs. McKeever **seconded** it and the motion **passed** with Dr. Acuff and Mrs. Puryear absent.

AGENDA ITEM: 19-02 PUBLIC COMMENTS

Mr. Steve Koleszar, former CATEC Center Board member, spoke with regard to the impact that Albemarle County's center-based model will have on CATEC. It is critical for the CATEC Board to look at those implications. He said that research shows that it is preferable for students to go every other day rather than a half-day and he feels that it is something that the Center Board needs to address.

Mr. Koleszar's second concern is that, as the City and County high schools have richer, more diverse offerings, it would be prudent for the two Boards to reach a Memorandum of Understanding that students in one division can take advantage of those specialized programs that would be right for that student in the other division. It should be designed as a generic MOU rather than a program MOU so that it naturally fits under that umbrella.

Mr. Wade, on behalf of the CATEC Board, thanked Mr. Koleszar for his many, many years of service. He asserted that Mr. Koleszar embodied what the CATEC Board needs and it is an example of the cooperation between the City and the County and a lot of that has to do with his leadership over the last 24 years on the Albemarle County School Board and the CATEC Center Board. Mr. Koleszar stated that he is more than happy to share his experience and insight.

AGENDA ITEM: 19-03 ANNUAL ORGANIZATION

A: Election of Chairperson

Mr. Jonno Alcaro was elected as the Chair for January 2019 to January 2020. Mrs. McKeever offered a **motion** to nominate Mr. Alcaro. Ms. Callsen **seconded** the motion and it **passed** with Dr. Acuff and Mrs. Puryear absent.

B: Election of Vice Chairperson

Mr. Juan Wade was elected as Vice Chair. Mrs. McKeever offered a **motion** to nominate Mr. Wade. Ms. Callsen **seconded** the motion and it **passed** with Dr. Acuff and Mrs. Puryear absent.

C: Election of Clerk

Ms. Leslie Chisholm was elected as the Clerk. Mr. Wade offered a **motion** to nominate Ms. Chisholm. Mrs. McKeever **seconded** the motion and it **passed** with Dr. Acuff and Mrs. Puryear absent.

D: Election of Deputy Clerk

Mrs. Debbie Gannon was elected as the Deputy Clerk. Mr. Wade offered a **motion** to nominate Mrs. Gannon. Mrs. McKeever **seconded** the motion and it **passed** with Dr. Acuff and Mrs. Puryear absent.

E: Election of Superintendent of Record

Dr. Matt Haas was elected as the Superintendent of Record for the 2019 Center Board. Mr. Alcaro offered the **motion** to appoint Dr. Haas as Superintendent of Record. Mr. Wade **seconded** the motion and it **passed** with Dr. Acuff and Mrs. Puryear absent.

F: Legal Counsel Recommendation

Mr. Alcaro offered a **motion** to appoint legal counsel as necessary. Mrs. McKeever **seconded** the motion and it **passed** with Dr. Acuff and Mrs. Puryear absent.

G: Appointment of Fiscal Officer

Mr. Jason Vandever, Charlottesville City Treasurer, was elected as Fiscal Officer of CATEC. Mrs. McKeever offered a **motion** to appoint Jason Vandever as CATEC's Fiscal Officer. Mr. Wade **seconded** the motion and it **passed** with Dr. Acuff and Mrs. Puryear absent.

H: Establishment of Date and Time of Meetings

Mr. Wade offered a **motion** to approve the CATEC Center Board meeting dates as presented and the location and meeting dates for the 2019 school year. Ms. Callsen **seconded** the motion and it **passed** with Dr. Acuff and Mrs. Puryear absent.

I-J: Authorization to Sign Documents in the Absence of the Superintendent of Record

Mr. Wade offered a **motion** to nominate Dr. Rosa Atkins to act in the absence of the Superintendent. Mrs. McKeever **seconded** the motion and it **passed** with Dr. Acuff and Mrs. Puryear absent.

Mr. Wade offered a **motion** to authorize Dr. Rosa Atkins to sign documents in the absence of Dr. Haas. Mrs. McKeever **seconded** the motion and it **passed** with Dr. Acuff and Mrs. Puryear absent.

K: Policy Recommendation

Mr. Alcaro offered a **motion** for the Center Board to continue to operate under the policies of Albemarle County Schools except when specific Center Board policies have been adopted. Mr. Wade **seconded** the motion and it **passed** with Dr. Acuff and Mrs. Puryear absent.

AGENDA ITEM 19-04 APPROVAL OF MINUTES

Mr. Wade offered a **motion** to approve the Center Board minutes for the last Board meeting. Mrs. McKeever **seconded** the motion and it **passed** with Dr. Acuff and Mrs. Puryear absent.

AGENDA ITEM: 19-05 APPROVAL OF FINANCIAL STATUS

Mr. Wade offered a **motion** to approve the financial information presented. Mrs. McKeever **seconded** the motion and it **passed** with Dr. Acuff and Mrs. Puryear absent.

Mr. Alcaro announced that there will be a change in the agenda. Mr. Wade recommended that the next item be the Program of Studies so that it could be approved before he left. See Agenda item: 19-09 below.

AGENDA ITEM: 19-06 **REVISED 2018-19 BUDGET**

Mr. Alcaro stated that this will need to be revisited at the next meeting; there was no longer a quorum present.

AGENDA ITEM: 19-07 **PROGRAM PRESENTATION**

Mrs. Carol Robbs, Culinary Arts instructor, and Mrs. Christina Rizzo, Culinary Arts Instructional Assistant, presented information about their program. Chef Robbs and Sous Chef Rizzo gave an overview their professional backgrounds and of the program since the beginning of the school year. That included changes in focus, curriculum, and their future plans for the students. Tim Martin, from Whole Foods, spoke about the partnership with the Culinary Arts program.

Dr. Kim Smyth, Veterinary Science instructor, also gave details about her background. She explained the curriculum for her class, the competencies and dual-enrollment credits that can be earned, the career pathways for her students after graduation, and her future aspirations for the program. One of the Veterinary Science students, Morgan Ballard (Monticello High School), told the Board about how much she valued the class.

AGENDA ITEM: 19-08 **2019-20 FUNDING REQUEST**

There was not a quorum present at this point.

AGENDA ITEM: 19-09 **PROGRAM OF STUDIES**

Mr. Wade offered a **motion** to adopt the Program of Studies for CATEC for the 2019-2020 school year. Mrs. McKeever **seconded** the motion and it **passed** with Dr. Acuff and Mrs. Puryear absent.

AGENDA ITEM: 19-10 **COMMENTS**

Dr. Keiser and Mr. Keaton chose to wait until the next meeting to share their comments.

Adult Education Coordinator's comments

Mrs. Gannon went into detail about current enrollment. Fifty-eight students are in Adult Ed and 231 are apprentices for a total of 289 students. The CATEC Foundation gave out six \$500 scholarships to students in the Adult Ed classes in addition to six Auto Tech scholarships totaling about \$3,000. She stated that there are more apprenticeships in the current semester than in the 1st semester; Electrical and HVAC are the largest apprenticeships. Dr. Keiser confirmed that the budget for Adult Education is included in the CATEC Funding Request. Mrs. Gannon noted that the Adult programs are as affordable as possible and there are scholarships available; the students appreciate the reasonable tuition. She hopes that, as long as the Adult programs break even, there will not be an increase in tuition; CATEC is here to help students further their education.

AGENDA ITEM: 19-11 **OTHER BUSINESS BY BOARD AND SUPERINTENDENTS**


Dr. Haas reported that he will be presenting his Funding Request on Thursday and it will include the CATEC components. Dr. Atkins thanked everyone for the work they are putting into the CATEC programming and mentioned that she can see the changes and the emergence of the strong CATEC business partnership which the Board has always envisioned. Dr. Haas reiterated the value of a CATEC program such as Veterinary Science; students can learn what they need to get started and then build on that with more training.

AGENDA ITEM: 19-12 **CLOSED SESSION**

There was no closed session because there was no longer a quorum present.


ADJOURNMENT

At 7:42 p.m. Mr. Alcaro adjourned the meeting of the CATEC Center Board.



Chair
5/14/19

Date



Clerk
5.14.2019

Date