



**Career and Technical Education
Advisory Committee
Minutes
February 6, 2024**

The Career and Technical Education Advisory Committee meeting was held at The Hilton Garden Inn Suffolk Riverfront and virtually on February 6, 2024, at 1:30 p.m. Members in attendance included Karen Bazemore; Ross Boone; Rita Detrick; Shawnda Funderburk; Dr. Katelyn Leitner; Angelo Milan; Alexandria Parker; Mona Parker; Judy Raymond; Andre' Skinner; and Shalarria Skinner.

Welcome and Introductions

Mr. Andre' Skinner called the meeting to order and welcomed each member and guest.

Approval of the December Minutes

The December minutes were approved as presented.

CTE Coordinator's Report
Andre' L. Skinner, Director
Career and Technical Education & Adult Education

New Business:

• **TC Energy Social Impact Team**

Mr. Skinner shared that The Career and College Academy at Pruden was awarded a \$15,000.00 grant from TC Energy for the Emergency Medical Technician and Welding programs. The funds will be used to update and purchase needed equipment for the programs.

• **Student Events**

Mr. Skinner announced that the Fifteenth Annual Professional Student Conference was held today (Tuesday, February 6, 2024) at the Hilton Garden Inn Suffolk Riverfront. The conference is designed to provide 9th grade students an opportunity to interact with career programs offered by Suffolk Public Schools at The College and Career Academy at Pruden. The event helps to connect core content areas with the Career and Technical Education programs.

Mr. Skinner stated that this year the Career and Technical Education (CTE) program of studies section was added to the event program. This allowed the students to have a copy of the courses offered by Suffolk Public Schools'. Also, the new opening session STEM challenge was led by Dr. Katelyn Leitner and Ms. Alexandria Parker. In small groups the students participated in building mini drones. After the opening session the students rotated through four sessions focusing on Cosmetology, Culinary Arts, Emergency Medical Technician and career exploration.

Mr. Angelo Milan stated that it was nice seeing patience demonstrated by the students while they were working and communicating with one another building the drones.

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- **Student Events continued**

Dr. Leitner stated that in the Science department STEM is not a thing. It is thinking and working through a process and that was what the students were demonstrating.

Mr. Ross Boone stated that the experience itself was worth the day. Just the experience of working in that kind of setting and that kind of pressure is real world. The take away would be to debrief the students.

Mr. Michael Goodman stated that on his job at the naval base employees have to complete technical work documents (TWD). It is a written document of the exact tasks and procedures that was performed on the job site. He suggested maybe having the group of students complete a document as they work on the challenge to identify who completed each task and stated students need to be able to follow verbatim compliance of written instructions.

Mr. Skinner stated if any council members have any more comments, questions, or suggestions on how to improve the event please send him an email.

- **Career Expo**

Mr. Skinner announced that the 32nd Career Expo will be held on Thursday, May 23, 2024 at the Hilton Garden Inn Suffolk Riverfront. This event provides an opportunity for students to enhance their interviewing skills through interviews with employers from the Hampton Roads area with the possibility of acquiring employment or internship opportunities.

Meeting Dates 2023-2024 (2nd Tuesday of Month Unless Otherwise Noted)

- April 16, 2024 - Committee Meeting

Respectfully submitted,



Shalarrria D. Skinner, CTE Assessment Assistant
CTE Advisory Committee Secretary

sds