



**Local Board of Directors Meeting
June 26, 2025**

Board Members Present

Dialo Cartwright
Kurt Davis, Vice Chair
Kristina Foreman
Artie Jones, Jr.
Lee Lewis, Chair
Jason Rubenbauer
Summer Stipe

Staff Members Present

Katrena Felder, Executive Director of Adult Education
Amanda M. Foreman, Executive VP and VP for Academic Affairs
Derrell Harris, Executive Director of Information Technology
Vince Jackson, Vice President of Institutional Effectiveness
Lanie Jonas, Vice President for Administrative Services
Natasha King, Executive Assistant to the President
Stephanie Roberts, Executive Director of College Advancement
Dr. Pete Snell, Vice President for Economic Development

Board Members Absent

Ted Buford
Ralph Staffins, III

Staff Members Absent

Bradley Barrett, Campus Police Chief
Eva Byrd, Project Manager
Chad Boyett, Executive Director of Facilities
Carley McDonald, Vice President for Student Affairs
Lonnie Roberts, President

Guests

Jonathan Chancy, Police Lieutenant

CALL TO ORDER

The Coastal Pines Technical College (CPTC) Local Board of Directors met Thursday, June 26, 2025, at 12:00 p.m. in rooms 4136 and 4137 on the Jesup Instruction Site. Lee Lewis, CPTC Local Board Chair, called the meeting to order.

APPROVAL OF AGENDA

Upon a motion to approve by Artie Jones Jr., a second by Dialo Cartwright, the CPTC Local Board of Directors unanimously approved the agenda.

ACTION ITEMS

APPROVAL OF MINUTES

Upon a motion to approve by Artie Jones Jr., a second by Jason Rubenbauer, minutes of the May 15, 2025, CPTC Local Board of Directors' meeting were unanimously approved.

ELECTION OF CHAIR AND VICE CHAIR

Upon a motion by Dialo Cartwright, a second by Jason Rubenbauer, the board unanimously elected Lee Lewis to serve as Chair of the Coastal Pines Technical College Board of Directors for FY2026.

Upon a motion by Jason Rubenbauer, a second by Artie Jones Jr., the board unanimously elected Kurt Davis, to serve as Vice Chair of the Coastal Pines Technical College Board of Directors for FY2026.

CPTC BOARD BY-LAWS

Amanda Morris Foreman made motion to approve the revised CPTC Board By-laws.

Upon a motion to approve by Summer Stipe, a second by Kristina Foreman, the CPTC Local Board of Directors unanimously approved the revised CPTC Board By-laws.

CABINET REPORTS (Full reports uploaded to Dropbox seven (7) days prior to meeting.)

Office of Academic Affairs – Amanda Morris Foreman

Board members received and reviewed a spreadsheet listing the Spring Semester graduates, which included the graduates' program of study and degree earned.

Office of Adult Education – Katrena Felder

This report provides the WIOA local totals of the number of students enrolled, total attendance hours, measurable skill gains (MSG), separated, remaining, and percentages by entering educational functioning level for all POPs (Periods of Participation) in the Georgia Adult Education Learner Information System (GALIS) for FY25 in Adult Education (AE):

- Total Enrolled Students Educational Functioning Level ABE Levels 1-5 students: 644
- Total Enrolled Students Educational Functioning ESL Levels 1-6: 114
- Total Number of Students Enrolled for both ABE & ESL: 758
- Total Number of Students Served for both ABE & ESL: 1,056
- Total Hours of Attendance for both ABE & ESL students: 37,251.25
- Total Percentage of ABE students who achieved an MSG: = 44.57%
- Total Percentage of ESOL students who achieved an MSG: = 37.72%
- Total Number of I.E.T. Workplace Literacy Certificates Achieved: 15
- Total HSE's (GED Diploma or HISET Diploma) earned: 141

CPTC's FY25 Measurable Skill Gains (MSG) % is 43.16%.

The numbers below show the education attainment for the population (both male & female) of individuals within the College's 13-county service delivery area who are 18 years of age or older with less than a 12th grade education:

- Appling County 2,952
- Bacon County 1,357
- Brantley County 2,982
- Camden County 3,572
- Charlton County 1,728
- Clinch County 1,295
- Jeff Davis County 2,366
- Glynn County 8,437
- Long County 2,021
- McIntosh County 1,726
- Pierce County 2,002
- Wayne County 3,564
- Ware County 5,215

Office of Administrative Services – Lanie Jonas

Board members received a handout of the College's budget report showing the actual year-to-date revenue and expenditures for the College.

Office of College Advancement – Stephanie Roberts

As of June 10, the CPTC Foundation has awarded \$36,570.10 in scholarships for the Summer semester. This includes \$2,685 worth of LMF/Purge list scholarships.

The CPTC Foundation received \$10,000 from the Dollar General Literacy Foundation Grant. These funds are to be used for HSE/GED testing scholarships.

Office of Economic Development – Dr. Pete Snell

The Driver's Education course requires use of vehicles that are less than 12 years old. CPTC currently has two vehicles from 2016 that were donated through grant funds provided by the Governor's Office of Highway Safety. The Technical College System of Georgia's (TCSG) Economic Development Division gave the College \$15,000 to use toward the purchase of a new vehicle. CPTC is in the process of purchasing a Chevrolet Trax for around \$22,000.

Office of Institutional Effectiveness – Vince Jackson

The bidding process for the Radiology equipment was re-initiated and GE has successfully posted a bid.

The Horticulture program was removed from the Statewide High Demand Careers List. CPTC has removed the Horticulture Instructor position from the Perkins budget and added the new Advanced Manufacturing and Automation Technologies Instructor to it.

Office of Police & Security – Bradley Barrett

Jonathan Chancy presented on behalf of Bradley Barrett.

The CPTC Police Department is scheduled to attend an in-service active shooter training course June 20. This training is mandatory for all full-time CPTC police officers and will cover training on officer response to an active shooter/attacker.

Lieutenant Chancy attended the opening of the new Family Justice Center located in Waycross. The center will service Bacon, Brantley, Charlton, Coffee, Pierce, and Ware Counties in partnership with other agencies to give resources to the community. The following is a list of all agencies that will be housed in this center:

- GA Dept. of Family and Children Services
 - Focused on child safety, family support services, and benefit programs (SNAP, Medicaid, TANF).
- Division of Child Support Services
 - Aids in locating parents, determining eligibility, and enforcing child support obligations.
- Department of Public Health/Southeast Health District
 - Offers immunizations, screenings, family planning, and perinatal health services.
- Georgia Legal Services
 - Provides legal support for DV victims including TPOs, custody, and divorce representation.

- Magnolia House Services
 - Staffs the FJC with navigators, legal advocates, and transporters; offers court support and referrals.
- Unison Behavioral Health
 - Delivers mental health, substance abuse, and disability services with a focus on community wellness.
- Ware County Sheriff's Office & Waycross Police Department
 - Handle law enforcement duties including DV response, investigations, and agency coordination.

Office of Special Projects – Amanda Morris Foreman

Amanda Morris Foreman presented on behalf of Eva Byrd.

The College is hosting the Regional Summit – Economics of Education with the Georgia Partnership for Excellence in Education event September 10 from 11:30 a.m. – 1:30 p.m. on the Jesup Instructional Site. CPTC plans to invite community leaders as well as education partners from K12 and higher education.

The College has 9 students participating in the Summer Internship that began June 2 and will complete June 26 (today). In addition to taking the Employability Skills course with Michael-Angelo James, CPTC Sociology Instructor, the interns also heard from community leaders and CPTC representatives. The interns also toured programs in the College's Technical & Industrial Department; Business, Education, & Professional Services Department; and Allied Health Department.

Community speakers included:

- Bryan Hartley, General Manager from Clayton Homes,
 - spoke to the students about having a vision, shared the steps he took to reach his own vision (along with how to overcome stumbling blocks).
- Jessi Cox and Tracy Sapp from Ameris Bank
 - spoke to the students about financial responsibility, things like the different types of bank accounts and how to save.
- Casey Hall, Director at Lewis & Raulerson,
 - shared her inspirational story about where she came from to how she got where she is because of hard work and constantly learning more. Her life theme is "Do not let your present circumstance define you."
- Jason Rubenbauer, Waycross-Ware Development Authority
 - explained economic development to the students and fielded a lot of questions.

Office of the President – Amanda Morris Foreman

Amanda Morris Foreman presented on behalf of Lonnie Roberts.

TCSG Commissioner Dozier will be visiting the Waycross Campus July 17 to meet with President Roberts and attend the Local CPTC Board of Directors' meeting. If there is anything specific the Local Board would like the Commissioner to share or discuss at the meeting, please let President Roberts know as soon as possible. The dress code for the meeting is business casual.

Board members received a brief update on the floor plans for the new Health Sciences Building that will be built on the Jesup Instructional Site.

OPEN DISCUSSION

None

UPCOMING EVENTS

The joint CPTC Foundation Board of Trustees and CPTC Local Board of Directors' meeting is scheduled for August 21, 2025, at 12:00 p.m. in the Ballroom at the Westin Marriott on Jekyll Island.

ADJOURNMENT

There being no further business, the meeting adjourned at 1:0 p.m.



Coastal Pines Technical College
President



Coastal Pines Technical College
CPTC Local Board Chair or Vice Chair