

Transition Update

April 17, 2023

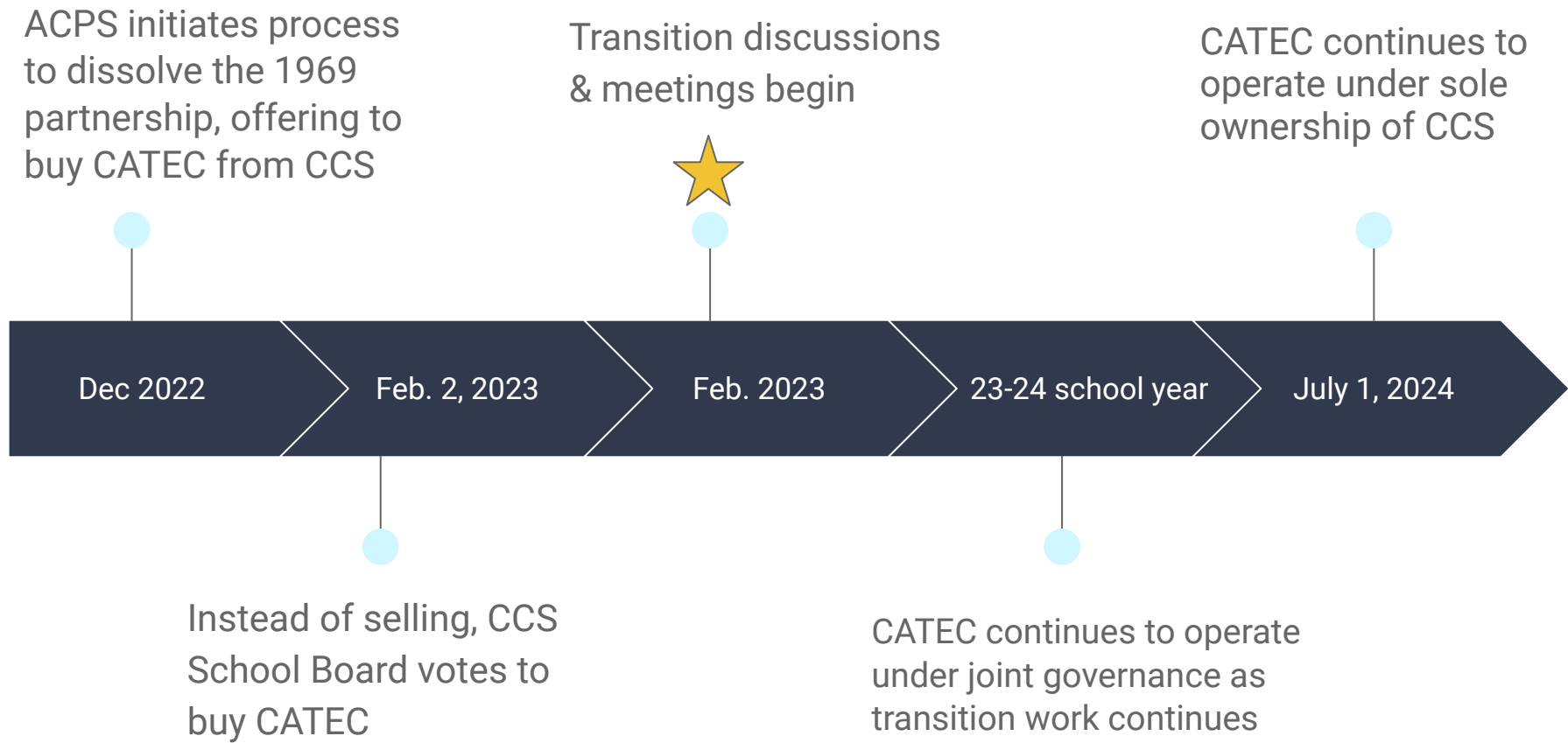


My Choice. My School. My Future.

CATEC, Past and Present

- Founded in 1973 as a partnership between Charlottesville and Albemarle public schools
- Serves adults and 400 high schoolers to prepare them for the jobs they want
- 10 high school programs, most of which are 2-year commitments
- The premier example of our area's job development programs





Why acquire CATEC?

“Our choice was not whether to dissolve the partnership. Our choice was to sell or to buy, and the opportunity was too good to pass up.”

- CATEC is an incredibly valuable community resource that diversifies learning opportunities for students and adults
- The real estate value alone made the decision to buy compelling. The ACPS offer was more than \$1.2 million below independent valuations received by CCS
- While a June 2022 offer from ACPS offered CHS students the possibility to continue attending CATEC for a time, the letter did not address how operations would be maintained to ensure access for CCS students
- The final offer from ACPS in December 2022 did not address continued access for CCS students
- Since 75% of CATEC students are from ACPS, ACPS is not incentivized to meet the needs of CHS students. On the other hand, CCS is incentivized to operate the facility in a way that continues to meet the needs of both CCS and ACPS
- Even if ACPS one day does not use as many slots in CATEC, the center is a valuable component of the area's youth and adult workforce development strategy



CCS Goal

Working together to ensure continuity of operations and programming for staff and for adult and high school students in Charlottesville, Albemarle, and the area.

Planning for a Smooth Transition: Working Groups Formed

Finance

- Structure & Systems
- Slots & Tuition

Human Resources/Personnel

- Time & Attendance System
- Benefits

Instruction & Partnerships

Infrastructure/Facilities

- Security
- Maintenance

Technology

- Network
- Accounts

General (VDOE, etc.)

- Includes CCS/CATEC leadership team and a CCS/ACPS/CATEC joint leadership team



Transition Teams

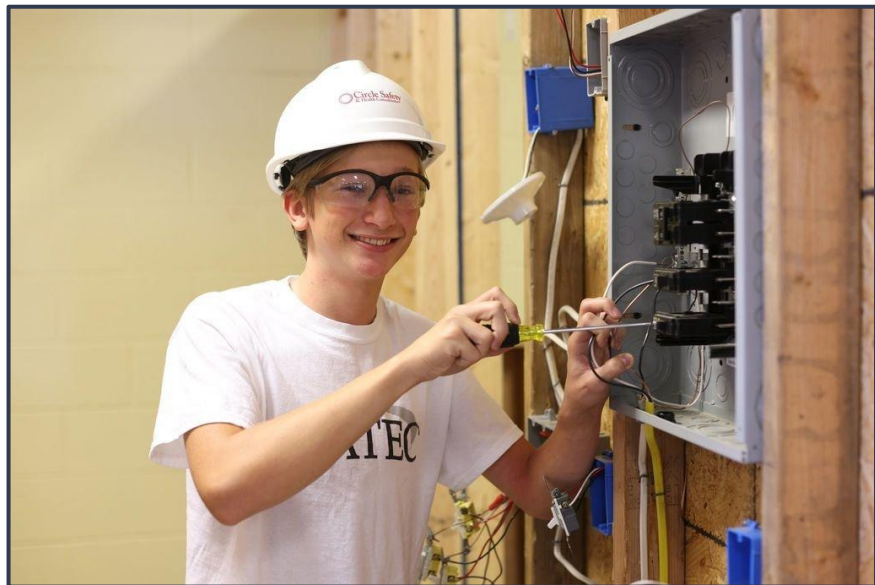
- Central Leadership Team
 - Dr. Gurley, CCS Superintendent
 - Kim Powell, CCS Chief Operating Officer
 - Renee Hoover, CCS Director of Finance
 - Stephanie Carter, CATEC Director
 - Marlaine Hall, CATEC Finance Coordinator
 - Pat Cuomo, CCS IT Director (as needed)
- Joint Central Leadership Team
 - Dr. Gurley, CCS Superintendent
 - Dr. Haas, ACPS Superintendent
 - Stephanie Carter, CATEC Director
 - Jamie Gellner, ACPS Director of Special Projects, Program Evaluation, and Department Improvement
- Finance
 - Renee Hoover, CCS Director of Finance
 - Marlaine Hall, CATEC Finance Coordinator
- Human Resources
 - Maria Lewis, CCS Human Resources Director
 - Dan Redding, ACPS Human Resources Director
 - Stephanie Carter, CATEC Director
- Instruction/Partnerships
 - Katina Otey, Chief Academic Officer
 - Megan Fitzgerald, CTE Administrator
 - Stephanie Carter, CATEC Director
- IT
 - Pat Cuomo CCS Director of Technology
 - Cria Wood, ACPS Senior Infrastructure & Systems Engineer
 - Robert Rejonis, ACPS Assistant Director of Infrastructure and Support Services

What's Been Accomplished

- ✓ Plan transition teams
- ✓ Create planning document
- ✓ Establish meeting schedule
- ✓ Communicate with staff and community (ongoing)
- ✓ Analyze current CATEC budget
- ✓ Assessment of CATEC IT infrastructure
- ✓ Applied for funding for the wide-area network (WAN) project
- ✓ Decision to keep name CATEC (Charlottesville Area Technical Education Center)



Short-Term Plans in Motion



- ✓ On-board new staffing through CCS
- ✓ Transition to CCS pay tables
- ✓ Move CATEC staff to CCS email
- ✓ Conduct initial employment screenings with existing staff
- ✓ Transition CATEC staff to CCS TalentEd

- CATEC currently has 400 available seats in 10 high school programs
- Enrollment requests from CHS and ACPS high schools
 - 25% of total slots allotted to each local high school (Charlottesville, Albemarle, Monticello, and Western Albemarle)
 - Remaining seats are open to homeschool families and out-of-district students from Louisa or Fluvanna



Current Allocation of Student Slots at CATEC

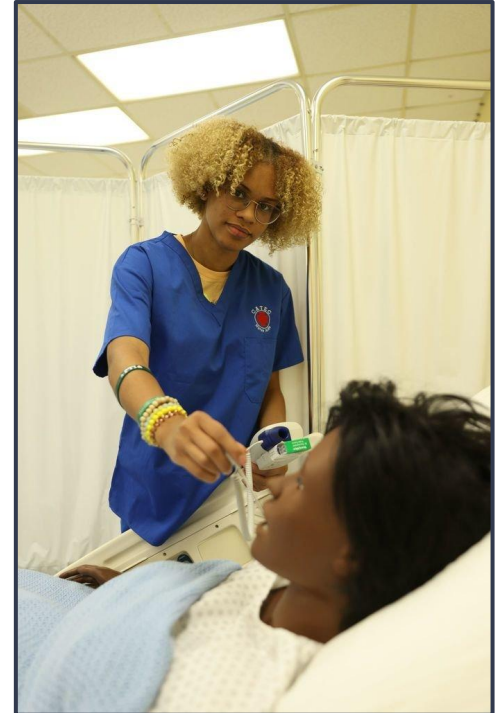
- CATEC's current 2023-24 budget is approximately \$3.8 million, including adult programs.
- The current funding formula was devised by the founding CATEC Board in 1969. At that time, there was only one high school in each locale.
- The funding formula uses 4-year averages:
 - half is based on each division's student enrollment (membership) in grades 9-12
 - the other half is based on each division's CATEC enrollment
- ACPS & CCS split capital (CIP) costs 50/50.

Funding Calculation: SY 2023-2024 1/8/2023 for 1.17.2023 BOD Mtg				
Local Funding Request				
\$	2,893,788			
Division ADM	4YR Avg % of Total	Subtotal	Correction	Total
ACPS	77.93%	\$ 2,255,265	x 50%	\$ 1,127,632
CCS	22.07%	\$ 638,523		\$ 319,261
CATEC ADM	4YR Avg % of Total	Subtotal	Correction	Total
ACPS	78.07%	\$ 2,259,214	x 50%	\$ 1,129,607
CCS	21.93%	\$ 634,573		\$ 317,287
Division ADM		CATEC ADM	Total	
ACPS	\$ 1,127,632	\$ 1,129,607	\$	2,257,240
CCS	\$ 319,261	\$ 317,287	\$	636,548
Total			\$	2,893,788

Current Cost Allocation Structure

Moving Forward – Slots

- Slots will be offered to ACPS under rolling agreements for periods not less than 3 years
 - Many CTE programs are 2 years
 - If a student finishes year 1 at CATEC and remains in good standing, the student is guaranteed a slot for year 2 in each division's allocation of slots
 - Multi-year agreements will ensure no sudden changes that could cause undue fiscal or operational stress for all stakeholders
 - The initial percentage of slots offered to ACPS will approximate the current slot allocation



Example Timeline: Rolling 3-Year Slot Reservations

October 2023	Slot determination for 2024, 2025, 2026
October 2024	Slot determination for 2027
October 2025	Slot determination for 2028



Moving Forward – Tuition

- Tuition Calculation:
 - Total operating budget (excludes all capital expenses)
 - Less certain overhead costs (utilities, maintenance, non-instructional personnel)
 - Less any programs/resources that are exclusive to a division - charged directly to the appropriate division
 - Example: CATEC EMS instructor who teaches certain classes at WAHS
 - Divided by total number of slots
- The tuition rate will be set on a biennial basis, corresponding with the state biennial budget process, with the Consumer Price Index applied to year 1 tuition to determine the rate for year 2.
- This same slot tuition rate will be charged to any school district reserving student slots outside Charlottesville City
- For ACPS, this calculation will result in lower costs per slot than would have been incurred under continuation of the partnership due to capital and overhead costs now funded solely by the City.



CATEC Budget Projections

FY25 Projections based on FY24 Budget

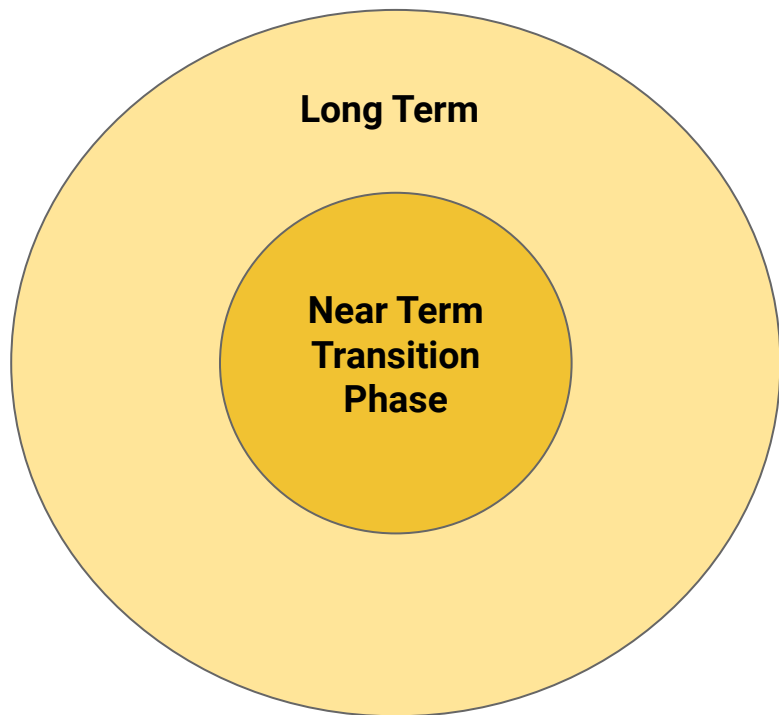
Total Funding	\$3,453,748
Instructional Direct & Indirect Costs	\$2,549,878
Operational Overheads	\$903,870
State Revenue	\$183,037
FY25 Estimated Projected City Additional Appropriation for Overheads	\$720,833



Instructional cost allocations ultimately determined by program participation

In addition to operational overhead costs shifting to the City, 100% of CATEC CIP costs will shift to the City (currently CIP costs for CATEC are split 50/50 with ACPs under the joint ownership agreement).

Planning for the Future of CATEC



Transition Teams & Work Groups

Focus on smooth transition and minimizing disruption for ACPS & CCS students and the CATEC staff

City & Schools Task Force

Focus on maximizing CATEC as area resource for career readiness & workforce development

Key Components Moving Forward



- Transparency & Communication
- Charlottesville Schools & City Focus on Workforce Development
 - High school & adult students
 - Formation of City/Schools Task Force
- Rolling Slot Commitments Driving Future Resource Allocations
 - If ACPS uses fewer HS slots in the future, then Charlottesville City can shift more day programming to meet adult needs

