



COLLEGE & CAREER ACADEMY

## Board of Directors' Meeting Minutes

August 20, 2025

### MEMBERS' PRESENT

Mr. Doug Brown  
Mr. Mitchell Fagler  
Ms. Angela Hooks  
Mr. Aubrey Jones  
Ms. Stefanie Mason (Secretary/Treasurer)  
Mr. Ben Patterson  
Mr. Ken Warnock (Chair)

### MEMBERS' ABSENT

Ms. Lynn Brinson  
Mr. Zac Frye (Vice Chair)

### EDGE STAFF

Mr. Chip Fleming (On-Site Coordinator) (Virtual Attendance)  
Dr. Glenn Deibert (Strategic Initiatives Consultant)

### GUESTS

Dr. Shannon Lawrence (Young Farmer/CTAE Administrator)

### CALL TO ORDER & WELCOME

The EDGE College and Career Academy (CCA) Board of Directors met Wednesday, August 20, 2025, at 3:00p.m. Mr. Ken Warnock called the meeting to order and welcomed everyone. A quorum of voting members was present.

### APPROVAL OF AGENDA

*Upon a motion to approve by Mr. Ben Patterson, a second by Mr. Aubrey Jones, the Board unanimously approved the agenda for the meeting.*

### APPROVAL OF MINUTES

*Upon a motion to approve by Mr. Mitchell Fagler, a second by Mr. Ben Patterson, minutes of the July 16, 2025, EDGE Board of Directors' meeting were unanimously approved.*

### ROLES AND RESPONSIBILITIES

During the July 16, 2025, meeting the Board of Directors discussed and approved the EDGE Roles and Responsibilities document. During that meeting Ms. Phelps mentioned there may be a brand-new shorter Roles and Responsibilities chart being released and she would forward that document as soon as possible. However, upon later review, she determined the EDGE Board approved the appropriate set of Roles and Responsibilities.

## **MISSION AND VISION STATEMENTS**

The Committee consisting of Mr. Ken Warnock, Ms. Stefanie Mason and Ms. Angela Hooks volunteered to craft a mission and vision statement for the Board to review and potentially approve at the August 20, 2025, meeting. The Committee presented the mission and vision statement to the Board members for consideration.

*With one correction to the mission statement, upon a motion to approve by Mr. Mitchell Fagler, a second by Ms. Angela Hooks, the Board unanimously approved the mission and vision statement.*

## **PRESENTATION(S) / BOARD TRAINING**

Dr. Deibert presented to the Board the new innovative way of teaching students during the downtime at the beginning of each fall and spring semester. Generally, during the fall there is a two-week period and during the spring there is a one-week period that high school students begin class prior to Southeastern Technical College's (STC) dual enrollment courses begin.

During this time, STC will provide a rotation of four classes (one per semester) to EDGE students that will equip them with the essential tools to prepare them for today's dynamic small business environment. This program focuses on developing basic competencies in employability, professional behavior, interpersonal communication, customer service, and core business operations.

Next Dr. Deibert outlined the current and future **Curriculum Decision Making Process** that will drive the College and Career Academy program offerings. During the training, the Board engaged in a robust discussion pertaining to local workforce development needs, including the need to add a program in Mechatronics which will include some robots (and related) courses. Each Board member in attendance will receive one-hour of Board training credit.

## **ON-SITE COORDINATOR'S / CONSULTANT'S REPORT**

### **Board Member Notebooks**

Documents discussed in EDGE Board meetings, including agendas and minutes, will be included in a notebook for each Board member.

### **Fall Semester Enrollment**

Although we are in the early stages of fall enrollment, the current EDGE enrollment numbers identified on August 18 were 47 students from Emanuel County Institute and 89 students from Swainsboro High School. Over the past two days several new students have started at EDGE bringing the new total to approximately 140 students.

### **Current and Proposed Future Program Offerings (handout)**

Dr. Deibert presented a one-page document outlining the current FY2025 program offerings as well as the proposed FY2026 additional programs under consideration. This handout is a summary from the Board presentation.

Mr. Aubrey Jones discussed the need for training in general mechanics, general electrical, mechatronics, robotic repairs, and Programmable Logical Controls (PLCs). Mr. Doug Brown suggested a program in industrial systems (including hand tools, shipping procedures, and generally following directions) would also be very beneficial to local employers. Mr. Mitchell Fagler indicated the existing electrical program at Southeastern Technical College has some PLC curriculum included in the program.

**Future Presentations / Board Training (handout)**

As requested by Mr. Aubrey Jones, Dr. Deibert presented a one-page document outlining some of the items discussed during the July meeting. Many of these items can be presented and used for Board member training requirements.

**OPEN DISCUSSION**

Dr. Shannon Lawrence outlined for the Board members two grant opportunities the Emanuel County School System is pursuing. Those include:

**1. Top State for Talent Grant: High Demand Career Equipment**

The Top State for Talent Grant: High Demand Career Equipment is designed to support the implementation or enhancement of a Career and Technical Education (CTAE) program in the delivery of a High Demand Career Pathway. This grant aims to provide funding for the purchase of capital equipment necessary for educational programs. The funding amounts are correlated to the Construction Related Equipment (CRE)-modified lab designated amounts.

**2. U.S. Economic Development Administration's (EDA) Disaster Supplemental Grant**

The EDA Disaster Notice of Funding Opportunity (NOFO). This long-term grant opportunity is designed to support communities recovering from natural disasters that occurred in calendar years 2023 and 2024. Eligible LEAs are located in Georgia counties where a major disaster was declared during 2023 and 2024 and public assistance funds were available according to FEMA. GaDOE intends to submit a coordinated application that includes 5–7 eligible LEAs, with a target total funding request of \$2–3 million. Final participation and funding levels may be adjusted based on the strength and scope of responses to this Intent to Apply. Each selected LEA may request up to \$400,000, supporting no more than two career pathways.

Mr. Aubrey Jones stated that he has an employee (Marcus) who he will be happy to come periodically and do some lab demonstrations for some of the EDGE classes. These demonstrations, along with some industry visits, will help fill the time available at the end of each semester after dual enrollment classes have concluded.

**NEXT MEETING DATE**

The next Board of Directors' meeting is scheduled for November 19, 2025, at 1:30 p.m.

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**ADJOURNMENT**

There being no further business, the meeting was adjourned at 4:12p.m.

Submitted by:



Stefanie Mason

Ms. Stefanie Mason, Treasurer/Secretary