



**Local Board of Directors Meeting
March 19, 2026**

Board Members Present

Ted Buford
Dialo Cartwright
Kurt Davis, Vice Chair
Kristina Foreman
Lee Lewis, Chair
Artie Jones, Jr.
Ralph Staffins, III
Summer Stipe

Staff Members Present

Bradley Barrett, Campus Police Chief
Chad Boyett, Executive Director of Facilities
Kimberly Burgess, Vice President for Economic Development
Eva Byrd, Project Manager
Katrena Felder, Executive Director of Adult Education
Amanda Foreman, Executive VP and VP for Academic Affairs
Vince Jackson, Vice President of Institutional Effectiveness
Lanie Jonas, Vice President for Administrative Services
Natasha King, Executive Assistant to the President
Carley McDonald, Vice President for Student Affairs
Lonnie Roberts, President
Stephanie Roberts, Executive Director of College Advancement

Board Members Absent

Jason Rubenbauer

Staff Members Absent

Derrell Harris, Executive Director of Information Technology

Guests

None

CALL TO ORDER

The Coastal Pines Technical College (CPTC) Local Board of Directors met Thursday, March 19, 2026, at 12:25 p.m. in room 1136 on the Baxley Instructional Site. Lee Lewis, CPTC Local Board Chair, called the meeting to order.

APPROVAL OF AGENDA

Upon a motion to approve by Ralph Staffins, III, a second by Arite Jones, Jr., the CPTC Local Board of Directors unanimously approved the agenda.

ACTION ITEM

APPROVAL OF MINUTES

Upon a motion to approve by Ralph Staffins, III, a second by Dialo Cartwright, minutes of the February 19, 2026, CPTC Local Board of Directors' meeting were unanimously approved.

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

Office of Academic Affairs – Amanda Foreman

The Nurse Aide Program is changing from Credentia Test Service to the University of Georgia's Institute for Disaster Management Service for Nurse Aide Certification Testing (Waycross, Baxley, and Golden Isles locations).

The Instructional Faculty Consortium Committee (IFCC) and the Technical College System of Georgia have voted to change the name of the Paralegal Studies Program to Legal Studies. While some of the technical colleges are making the name change immediately, CPTC plans to transition to the new program name effective Fall 2026. This gives the College time to setup a crosswalk and enter the new prefix changes in Banner.

The College plans to pilot an accelerated 9-week EMT Program Summer 2026 semester on the Golden Isles Instructional Site. Students will attend class three full days per week (Monday, Wednesday, and Saturday), two classes will be 50% hybrid, all other classes will be face-to-face, and clinicals will be scheduled outside of class time.

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 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 FY26 in Adult Education (AE):

- Total Enrolled Students Educational Functioning Level ABE Levels 1-5 students: 588
- Total Enrolled Students Educational Functioning ESL Levels 1-6: 90
- Total Number of Students Enrolled for both ABE & ESL: 678
- Total Number of Students Served for both ABE & ESL: 898
- Total Hours of Attendance for both ABE & ESL students: 29,152.50
- Total Percentage of ABE students who achieved an MSG: = 39.63%
- Total Percentage of ESOL students who achieved an MSG: = 20%
- Total HSE's (GED Diploma or HISET Diploma): 85

Note: Thirty-two (32) students participated in several I.E.T.s. Thus far, 16 adult education students have earned I.E.T. credentials.

CPTC's FY26 Measurable Skill Gains (MSG) % is 36.75%

Office of College Advancement – Stephanie Roberts

The scholarship application for Summer semester assistance will open March 16 and close April 30.

The CPTC Foundation has issued a total of \$45,541.45 in student scholarships for Spring semester.

The 11th annual Sporting Clays Tournament is scheduled for May 2, 2026, at the Dorchester Shooting Preserve. A total of 16 teams has signed up to participate in the tournament thus far.

Office of Economic Development – Kimberly Burgess

Testing Services has generated \$1,002.25 in earned revenue and administered 273 exams:

- Pearson Vue & GED Exams: 246
- Other Exams: 27

The Economic Development Division is planning to expand testing in Camden to include Pest Control Exams as well as increase TEAS exams administered over the next few months. The Division is also working to increase customized trainings for employers within the College's service delivery area while executing scheduled training.

Office of Institutional Effectiveness – Vince Jackson

The USDA released unobligated funds, and the College is moving forward with the portable buildings project. Grant closing documents were completed and returned February 5, including a comprehensive Civil Rights Compliance source document.

The Portable buildings bid specifications have been finalized with Maggie Hackett, CPTC Purchasing Manager: three 16x24 buildings with vinyl siding (beige/tan), solid doors with locks, vendor-supplied concrete blocks, delivery and setup included. The formal bid process is underway.

Office of Police & Security – Bradley Barrett

The CPTC Police Department, in collaboration with Savannah Technical College's Peace Officer Academy, is currently hosting an instructor school (ends March 27). A total of 11 law enforcement officers from the Kingsland, St. Mary's, Waycross, and Hiawasee Police Departments as well as the Camden County Sheriff's Office are participating.

Office of Student Affairs – Carley McDonald

As of March 6, 4,228 students have registered for Spring semester. The total enrollment for Spring 2025 semester was 3,978. The total enrollment (dual and tradition) reflects an increase of over 5%.

Beginning summer 2026, Students applying for dual enrollment funding must meet Federal Title IV citizenship requirements prior to the first day of classes. Students will also be required to meet the Georgia residency requirement of 12 months. The 2026-2027 Dual Enrollment funding application includes questions for the student to answer regarding US Citizenship and Georgia Residency status.

Office of the President – Lonnie Roberts

President Roberts shared the Technical College System of Georgia's (TCSG) 2025 Annual Report with board members. The report includes a breakdown of the total number served in Technical Education, Adult Education, Dual Enrollment, Custom Contract Training, Companies Trained, and Continuing Education for all 22 technical colleges.

CPTC 2025 Annual Data:

Technical Education	6,065
Dual Enrollment	3,335
Adult Education	1,115
Custom Contract Training	2,578
Continuing Education	3,695
Companies Trained	63
Total Served	13,453

UPCOMING EVENTS

The Hyundai Motor Group and QuickStart tours are scheduled for April 9, 2026. The tour of Hyundai will begin at 9:00 a.m.

Local Board of Directors' Meeting Minutes

March 19, 2026

Page 4 of 4

The annual Sporting Clays Tournament is scheduled for May 2, 2026, at the Dorchester Shooting Preserve.

The next CPTC Local Board of Directors' meeting is scheduled for May 21, 2026, at 12:00 p.m. on the Hazlehurst Instructional Site.

OPEN DISCUSSION

None

ADJOURNMENT

There being no further business, the meeting adjourned at 1:12 p.m.



Coastal Pines Technical College
President



Coastal Pines Technical College
CPTC Local Board Chair or Vice Chair