



Prince William County Public Schools

### **Career and Technical Education Advisory Council Agenda**

Staff Contact: Dr. Sarah Martin, Director, Career and Technical Education

Date: October 7, 2025

Time: 8 – 9:30 a.m.

Location: C.D. Hylton High School, 14051 Spriggs Rd, Woodbridge, VA 22193

**Members Present:** Russell Keating, Sara Smith, Todd Grover, Deja Snyder, Andrew Miller, Melissa Boyle, Heather Stietzel, Jackie Roskos, Wendy Downey, Autumn Brown, Mike Guttman

**Guests:** Dawn Davis, Kimberly Eradat, Michelle Cribbs, Eric Fagerholm, Christina Melvin, Marla Akau, Dr. Patti Bright

**Staff Present:** Dr. Sarah Martin, Kendra Stacks, Nasir Ayoub, Danielle Meyer Kuhn, Christine Good, Tim Vaughan, Ben Stodola

**Members not Present:** William Mehr, Josh Labrie, Dr. Anaid Shaver

#### **1. Call to Order**

- The meeting was called to order at 8:03 a.m.

#### **2. Public Comment**

- Mr. Eric Fagerholm:  
4703 Pleasant Hill Place, Dumfries, VA 22025  
[Enfagerholm@aol.com](mailto:Enfagerholm@aol.com)  
(703) 590-6462
  - Mr. Fagerholm advocated for the addition of a veterinary science program in Prince William County Public Schools (PWCS).
  - He would like for the goal of having a veterinary science program in place by 2030 to be added to the PWCS strategic plan.
  - He invited the Career and Technical Education Advisory Council (CTEAC) members and Career and Technical Education (CTE) staff to visit the Animal Service Center.
- Dr. Patti Bright:  
10700 Lake Forest Dr., Manassas, VA 20112  
[bright10700@gmail.com](mailto:bright10700@gmail.com)  
(570) 540-8038

- Dr. Bright advocated for initiating the process for adding a veterinary science program in PWCS.
- She stated that veterinary health professionals are in high demand.
- She shared that Virginia has a state-wide curriculum in place.
- Ms. Marla Akau:
  - 3371 Oakham Mount Dr., Triangle, VA 22173
  - [marla.hunston@gmail.com](mailto:marla.hunston@gmail.com)
  - (703) 509-0937
  - Ms. Akau advocated for the addition of a veterinary science program in PWCS.
  - She shared that there is a vast array of careers in animal care and that students would almost be guaranteed a job.
- Ms. Christina Melvin
  - [cmelvinvetteacher@gmail.com](mailto:cmelvinvetteacher@gmail.com)
  - (508) 963-2109
  - Ms. Melvin advocated for the addition of a veterinary science program in PWCS.
  - She has heard expressed interest at various events.
  - She stated that she desires to see improved access for students.
- Ms. Michelle Cribbs
  - 42680 Trade West Drive, Dulles, VA 20166
  - [Michelle@NV3C.org](mailto:Michelle@NV3C.org)
  - (703) 943-7053
  - Ms. Cribbs shared that Northern Virginia Construction Careers Coalition (NV3C) is a new non-profit organization for construction trades.
  - She shared that two of the organizations that they are partnered with are ABC Virginia (Associated Builders and Contractors) and Heavy Construction Contractors Association (HCCA).
  - She stated that NV3C is working to be a single point of contact for the construction trades.

### **3. Approval of Minutes**

- Draft of the April 8, 2025 meeting minutes were shared via email in advance.
- Mr. Russell Keating moved to approve the minutes with an amendment to change the language in the Committee Virtual Meeting Policy, under section III.a. Approval of Requests to Participate through Electronic Communication from “Committee members may request to participate virtually by contacting the Chairperson no later than 4:00 p.m. on the day of the meeting.” to “Committee members may request to participate virtually by contacting the Chairperson no later than 4 p.m. the day prior to the meeting.” Ms. Jackie Roskos seconded the motion.
- The ayes have it and the motion carries. The minutes are approved as amended.

### **4. Election of Officers**

- Nominations for the Chairperson, Vice Chairperson, and Secretary positions were sought prior to the meeting; however, none were submitted. Dr. Sarah Martin then took nominations from the floor.
  - Mr. Russell Keating nominated himself as Chairperson. No other nominations were received. Mr. Keating was elected Chairperson by unanimous proclamation.

- Ms. Heather Stietzel nominated herself as Vice Chairperson. No other nominations were received. Ms. Stietzel was elected Vice Chairperson by unanimous proclamation.
- Ms. Jackie Roskos nominated herself as Secretary. No other nominations were received. Ms. Roskos was elected Secretary by unanimous proclamation.

## 5. Information Items

- Welcome / Introductions
  - Dr. Martin provided time to allow each person in the room to introduce themselves to the group.
- PWCS Vision
  - Dr. Martin asked the council members to choose a word from the vision statement that resonates with them.
    - Ms. Deja Snyder shared the phrase “citizen leadership”, which she feels embodies the vision.
    - Mr. Keating stated that the word “skills” resonates with him.
    - Ms. Stietzel stated that the phrase “habits of mind” resonates with her.
    - Ms. Melissa Boyle shared the word “engagement”, as the business partners engage with students.
- Dr. Martin shared upcoming CTE events and CTEAC meetings.

## 6. New Business

- Ms. Dawn Davis presented the purpose and work of her department, Community Outreach, Business Partnerships, & Philanthropy (COBPP).
  - Community Outreach
    - Parent liaisons serve as a bridge between the community and schools.
  - Business Partnerships
    - COBPP is working to align partnerships, which will allow messages to get through and meet critical needs of the schools.
  - Virginia Student Training and Refurbishment Program (VA STAR)
    - Students refurbish hardware and donate it to families and organizations in need.
  - Supporting Partnerships and Resources for Kids (SPARK)
    - “SPARK supports our schools and educators by partnering with businesses and community-based organizations to identify and invest in new and effective initiatives.”
    - The goal is to have a sustainable food pantry at every school.
    - Ms. Boyle is the president of SPARK and shared that there are student scholarships and teacher grants available.
    - SPARK is working with CTE to have a single agreement and capture everything in one place.
      - Mr. Nasir Ayoub added that measurable goals are being added to the agreement.
- Dr. Martin presented that Mrs. Danielle Meyer Kuhn and Mr. Ayoub have revamped the Business Partner Engagement process.
  - Ms. Meyer Kuhn presented the new layout of the business partner engagement process and asked for members to share feedback (one glow and one grow) on sticky notes.

- There are still four categories of engagement; bronze, now known as "Career Catalyst", silver, now known as "Workforce Ally", gold, now known as "Future Builder", and platinum, now known as "Legacy Leader". There is an expectation of increased engagement and commitment as a partner moves up the ranking system.
- She shared that the CTE Support Team is encouraging more student experiences.
- There is a self-report engagement form to help track a partner's progress.
- She explained that Instruction 2 Industry (i2i) is a regional career fair, which would be helpful to businesses who are interested in engaging with students in different counties.

## **7. Adjourn**

- The meeting was adjourned at 9:28 a.m.

For more information about the Career and Technical Education Advisory Council meetings, please visit [www.pwcs.edu/cte](http://www.pwcs.edu/cte).