

**AGENDA**  
**FLUVANNA COUNTY BOARD OF SUPERVISORS**  
**Regular Meeting**  
**Historic Courthouse – Location Change**  
**February 1<sup>st</sup>, 2012**  
**2:00 p.m.**

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**1-CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE**

**2-REPORTS**

David Crim, VDOT  
Darren K. Coffey, Interim County Administrator  
Presentation - FY13 Budget and Capital Improvements Plan (CIP) – Renee Hoover, Finance Director

**3-PUBLIC COMMENTS #1 (5 minutes each)**

**4-CONSENT AGENDA**

TAB A Minutes of January 18<sup>th</sup>, 2011 – Mary Weaver, Clerk to the Board of Supervisors  
TAB B FY12 Budget Supplement for Social Services Insurance Claim – Renee Hoover, Finance Director  
TAB C FY12 Budget Supplement for Sheriff's Department Insurance Claim – Renee Hoover, Finance Director

**5-ACCOUNTS PAYABLE**

TAB D Renee Hoover, Finance Director

**6-PUBLIC HEARING**

None

**7-PRESENTATIONS (normally not to exceed 10-minute limitation)**

TAB E CTE – Dr. Robert Mayfield, Chairman of the Virginia Department of Education Career and Technical Education Advisory Board.  
TAB F Waste Water Treatment Update – Gena Keller, School Superintendent

**8-ACTION MATTERS**

TAB G Authorization to conduct a telephone and electricity audit – Darren Coffey, Interim County Administrator  
TAB H Authorization to implement and disburse funds for the Workforce Development and Microfinance Initiatives – Darren Coffey, Interim County Administrator.

**9-UNFINISHED BUSINESS**

TAB I Rural Rustic Road/Garden Lane – Darren Coffey, Interim County Administrator

**10-NEW BUSINESS**

**11-PUBLIC COMMENT #2 (5 minutes each)**

**12-CLOSED MEETING**

Joint w/School Board - Discuss Legal Matters

**13-ADJOURN**

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**Pledge of Allegiance**

I pledge allegiance to the flag  
of the United States of America  
and to the Republic for which it stands,  
one nation, under God, indivisible,  
with liberty and justice for all.

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**ORDER**

1. It shall be the duty of the Chairman to maintain order and decorum at meetings. The Chairman shall speak to points of order in preference to all other members.
2. In maintaining decorum and propriety of conduct, the Chairman shall not be challenged and no debate shall be allowed until after the Chairman declares that order has been restored. In the event the Board wishes to debate the matter of the disorder or the bringing of order; the regular business may be suspended by vote of the Board to discuss the matter.
3. No member or citizen shall be allowed to use abusive language, excessive noise, or in any way incite persons to use such tactics. The Chairman and/or the County Administrator shall be the judge of such breaches, however, the Board may vote to overrule both.
4. When a person engages in such breaches, the Chairman shall order the person's removal from the building, or may order the person to stand silent, or may, if necessary, order the person removed from the County property.

*For the Hearing-Impaired – there is a listening device available at the Board of Supervisors Room upon request.. TTY access number is 711 to make arrangements.*

*For persons with Disabilities – if you have special needs, please call the County Administrator's Office at 591-1910 and relay your request.*

**MOTION:** I move the minutes of the Fluvanna County Board of Supervisors for Wednesday, January 18<sup>th</sup> be adopted.

**AGENDA BOARD OF SUPERVISORS DATE: February 1<sup>st</sup>, 2012**

**SUBJECT:** Adoption of the Fluvanna County Board of Supervisors regular meeting minutes.

**RECOMMENDATION:** Approval

**TIMING:** Routine

**FISCAL IMPLICATIONS:** None

**POLICY IMPLICATIONS:** None

**DISCUSSION:** None

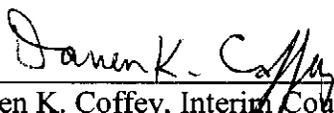
**LEGISLATIVE HISTORY:** None

Staff: Mary L. Weaver, Clerk to the Board of Supervisors

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County Administrator's Use Only

*Comments:*



\_\_\_\_\_  
Darren K. Coffey, Interim County Administrator

**FLUVANNA COUNTY BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
Circuit Courtroom  
Fluvanna Courts Building  
January 18<sup>th</sup>, 2012  
7:00 p.m.**

**MEMBERS PRESENT:** Shaun V. Kenney, Chairman  
Bob Ullenbruch, Vice-Chairman  
Mozell H. Booker  
Donald W. Weaver  
Joe Chesser

**ALSO PRESENT:** Fred Payne, County Attorney  
Darren Coffey, Interim County Administrator/Planning Director  
Steven Tugwell, Senior Planner  
Andrew Pompei, Planner  
John Robins, Public Works Director  
Mary Weaver, Clerk, Board of Supervisors

**CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**

Chairman Kenney called the meeting of January 18<sup>th</sup>, 2012, to order at 7:00 p.m., in the Circuit Courtroom of the New Courts Building in Palmyra, Virginia; and the Pledge of Allegiance was recited, after which, Chairman Kenney called for a moment of silence.

**REPORTS**

Darren Coffey, Interim County Administrator, reported on the following topics:

- FEMA will be holding a Town Hall meeting on February 1, 2012, at Carysbrook Performing Arts Center at 7:00pm, for Earthquake Assistance Information.

**PUBLIC COMMENTS #1**

Chairman Kenney opened the floor for the first round of public comments.

- Harold Bare, Covenant Church – addressed the Board in regards to potential growth at Zion Crossroads.
- Leon Wigfield – addressed the Board in regards to the Rural Rustic Road improvements for Garden Lane.
- Andrea Cumbo – addressed the Board in regards to the Relay for Life Race on June 9<sup>th</sup> and 10<sup>th</sup>, at the Fluvanna County High School. The Board was challenged to form a team and set a high goal.
- Herman Johnson – addressed the Board in regards to delinquent taxes.
- Alex Von Der Becke – addressed the Board in regards to starting awareness between beekeepers and farmers, to preserve honey bees.

With no one else wishing to speak, Chairman Kenney closed the first round of public comments.

**CONSENT AGENDA**

The following items were approved under the consent agenda:

**MOTION:**

Mr. Weaver moved to approve the consent agenda, which consisted of:

- Minutes from January 4<sup>th</sup>, 2012, including minutes from retreat on January 6<sup>th</sup>, 2012.

Mrs. Booker seconded. The motion carried with a vote of 5-0. AYES:

Ullenbruch, Booker, Kenney, Chesser and Weaver. NAYS: None. ABSENT: None.

**ACCOUNTS PAYABLE**

None

**PUBLIC HEARING**

*SUP 11:05, Central Virginia Electric Cooperative*

A request for a special use permit to install electric facilities related to a major utility with respect to 62.8 acres of Tax Map 26, Section A, Parcels 22, 23, and 24F. The applicant is proposing to construct, operate, and maintain electric transmission and substation facilities to serve the Transcontinental Gas Pipe Line Company's natural gas pump station. The property is currently zoned A-1 and I-1 and is located on Transco Road (Route 643), approximately 1/2 mile west of Rolling Road South (Route 620). The property is located in the Cunningham Election District and is within the Rural Preservation Planning Area.

Mr. Steven Tugwell, Senior Planner, addressed the Board regarding this item.

The Board questioned condition #7, the noise level of 70db for this request.

Chairman Kenney opened the public hearing.

- Alex Von Der Becke – addressed the Board in regards to this being a substation.

With no one else wishing to speak, Chairman Kenney closed the public hearing.

Mr. Joseph Key, Engineering Service Manager, addressed the concerns of the decimal rating and agreed to lowering it to 60db.

**MOTION:**

Mr. Weaver moved that the Board of Supervisors approve SUP 11:05, a special use permit request to install electric facilities related to a major utility, with respect to 62.8 acres of Tax Map 26, Section A, Parcels 22, 23 and 24F, subject to the conditions listed in the staff report with amendment to condition #7. Mr. Chesser seconded. The motion carried with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

*SUP 11:06, Central States Tower, LLC – Construct Telecommunications Tower*

A request for a special use permit to amend SUP 07:15 to allow for an increase in height from 125 feet to 195 feet, for a wireless communications tower, with respect to 29.389 acres of Tax Map 52, Section 1, Parcel 7. The property is zoned A-1 and is located on Route 15 (7021 James Madison Highway), just north of the Route 15 and Route 6 (East River Road) intersection. The property is located in the Fork Union Election District and is within the Rural Residential Planning Area.

Mr. Andrew Pompei, Planner, addressed the Board regarding this item.

Mr. Fred Payne, County Attorney, addressed a change to condition #11.

Chairman Kenney opened the public hearing.

With no one wishing to speak, Chairman Kenney closed the public hearing. After some discussion the Board made the following motion:

**MOTION:**

Mr. Chesser moved that the Board of Supervisors approve SUP 11:06, a special use permit request, to allow for a 195 foot monopole telecommunications tower, pursuant to Fluvanna County Code Section 22-27-1 with respect to 29.389 acres of Tax Map 52, Section 1, Parcel 7, subject to the conditions listed in the staff report, with amendment to condition #11. Mrs. Booker seconded. The motion carried with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

**PRESENTATIONS**

PC's Proposed Long Range Planning Projects for 2012 – Mr. Andrew Pompei, Planner, reviewed with the Board the below projects for accomplishment in 2012.

- Amend Parking and Landscaping Sections of the Zoning Ordinance
- Review of the Sign Ordinance
- Amend A-1 zoning district, create new rural zoning district
- Cash Proffers
- TDR/PDR
- Review of Conservation Easement Program

Radio Communications Narrow Banding Update – Mr. John Robins, Public Works Director, reviewed with the Board the following procedures to accomplish the narrow banding federal mandated compliance by January 1, 2013.

- Objectives
- Steps to be taken
- Replacement of Equipment
- Reprogramming of Radios
- Interoperability
- Costs
- Schedule

The final quote will be presented to the Board at the February 15<sup>th</sup> meeting.

**ACTION MATTERS**

None

**UNFINISHED BUSINESS**

Code of Ethics – Mr. Darren Coffey, Interim County Administrator, addressed this request.

**NEW BUSINESS**

County Administrator Hiring Process – Mr. Darren Coffey, Interim County Administrator, reviewed with the Board the proposed time schedule for advertising, interviewing and hiring of a County Administrator.

Chairman Kenney appointed Mr. Weaver and himself to sit on the interview panel for the County Administrator.

Rural Rustic Road Improvements/Garden Lane(Rt. 636) – The Board discussed amending the improvements to stop approximately a ½ mile before the end of the road.

**MOTION:**

Mr. Weaver moved that the Board of Supervisors limit the Rural Rustic Road improvement on Garden Lane from Route 53 to a safe point past the Aqua Virginia entrance, as determined by VDOT. Mr. Ullenbruch seconded.

The Board further discussed and **directed** staff to send a notice to the property owners affected, notifying them of the impending improvements. Mr. Weaver withdrew his motion; and the Board requested this item be placed on the agenda for February 1, 2012, under unfinished business.

Budget Directive – The Board changed the directive given to staff at the January 6<sup>th</sup>, 2012, BOS Retreat, from creating and presenting four scenarios of the budget, to presenting the consensus of the budget subcommittee.

Vision Statement – The Board discussed changing the current vision statement to the following: Fluvanna County – through self-reliance, self-sufficient, and self-government – is the ideal place to raise families, foster entrepreneurship, and do business in the Commonwealth.

**MOTION:**

Mr. Chesser moved that the Board of Supervisors accept and adopt the vision statement. Mrs. Booker seconded. The motion carried with a vote of 5-0.

AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None.

ABSENT: None.

Speed Study for Court House Road – The Board **directed** staff to initiate a speed study for Court House Road.

Mr. Chesser inquired about a Lafayette gate opening at Lake Monticello. Mrs. Groot mentioned that there has been some discussion but no decisions have been made.

Three members of the Board were invited to do a broadcast for Lake Monticello Owners Association at the same meeting. Mr. Chesser asked Mr. Fred Payne, County Attorney, about the legalities of this. Mr. Payne stated, according to the statute, as long as there is no business discussed, it would not be considered a meeting. Mr. Payne suggested it would be best not to have three Board members present at the same time.

**PUBLIC COMMENTS #2**

Chairman Kenney opened the floor for the second round of public comments.

- Mr. Ted Stuckley, FEMA External Affairs, addressed the Board in regards to the earthquake relief assistance. Please spread the word to the residents of the county, that there is assistance available. There will be a Town Hall meeting at Carysbrook Performing Arts Center on February 1, 2012, from 7:00 – 9:00pm.

With no one else wishing to speak, Chairman Kenney closed the second segment of public comments.

**CLOSED MEETING**

**MOTION TO ENTER INTO A CLOSED MEETING:**

At 8:59 p.m., Mr. Weaver moved the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 of the Code of Virginia, 1950, as amended, for the purpose of discussing Legal Matters – Consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel. Mrs. Booker seconded. The motion carried with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

**MOTION TO EXIT A CLOSED MEETING & RECONVENE IN OPEN SESSION:**

At 9:34 p.m., Mr. Weaver moved the closed meeting be adjourned and the Fluvanna County Board of Supervisors reconvene again in open session. Mr. Chesser seconded. The motion carried with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

**MOTION:**

At 9:35p.m., the following resolution was adopted by the Fluvanna County Board of Supervisors, following a closed meeting held Wednesday, January 18<sup>th</sup>, 2012, on motion of Mr. Weaver, seconded by Mrs. Booker and carried by the following vote: AYES: Kenney, Ullenbruch, Booker, Weaver, and Chesser. NAYS: None. ABSENT: None.

“**BE IT RESOLVED** to the best of my knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711-A of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting.”

**ADJOURN**

**MOTION:**

At 9:36p.m., Mrs. Booker moved to adjourn the meeting of Wednesday, January 18<sup>th</sup>, 2012. Mr. Weaver seconded. The motion carried with a vote of 5-0. AYES: Kenney, Ullenbruch, Booker, Weaver and Chesser. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Mary L. Weaver, Clerk

\_\_\_\_\_  
Shaun V. Kenney, Chairman

**MOTION:** I move the Board of Supervisors approve a supplemental appropriation of \$1,175.76 to the FY12 Budget to reflect reimbursement from an insurance claim for damages to the HVAC system in the Social Services Building.

The following budget lines would increase 10000019 340000 and Expenditure line 10086000 405304.

**AGENDA BOARD OF SUPERVISORS February 1, 2012**

**SUBJECT:** FY12 Budget Supplement for Social Services Insurance Claim

**RECOMMENDATION:** I recommend approval of the supplemental appropriation as stated above.

**TIMING:** Routine

**FISCAL IMPLICATIONS:** The FY12 General Fund Budget will increase by \$1,175.76

**POLICY IMPLICATIONS:** none

**DISCUSSION:** On May 6, 2011 a water pipe burst in the basement of the Social Services building damaging numerous pieces of equipment. The \$1,175.76 is the final claim reimbursement for this particular incident. The first claim reimbursement of \$8,163.57 was put before the Board of Supervisors on August 3, 2011 for supplemental appropriation. The Board of Supervisors approved the first supplemental appropriation.

**Staff:** Eric Dahl, Budget Analyst

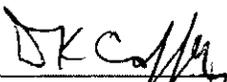
**Copy:** Garland Nuckols, Facilities Director

**Attachments:** Copy of reimbursement check

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For County Administrator's Use Only:

Comments:

  
\_\_\_\_\_  
Darren K. Coffey, Interim County Administrator

Remainder of McQuary Part

60985  
68-183/514  
412

**VACORP CLAIMS**  
308 MARKET ST. SE. STE 1 & 2  
ROANOKE, VA 24011  
540-345-8500

FIRST CITIZENS BANK

One Thousand One Hundred Seventy-Five and 76/100 Dollars\*\*\*\*\*

DATE	AMOUNT
12/29/2011	**1,175.76**

PAY  
TO THE  
ORDER  
OF

Fluvanna  
P.O. Box 299  
Route 15 S. County Admin Bldg  
Palmyra, VA 22963

**VOID AFTER 60 DAYS**  
**TWO SIGNATURES REQUIRED OVER \$30,000**  
*Michael Stapp*  
\_\_\_\_\_  
AUTHORIZED SIGNATURE

⑈060985⑈ ⑆051401836⑆008921921150⑈

VACORP CLAIMS

60985

Description	From Date	To Date	Invoice #	Invoice Amt	Amount
Buildings			Repair Estimate	\$1,175.76	\$1,175.76

Claim Number: 0322011053344 Claimant: Fluvanna Payee: Fluvanna  
Check Number: 60985 Total Check Amt: \$1,175.76 Event Date: 5/6/2011 Department: 032 Fluvanna  
Memo: Remainder of McQuary Part





**VACoRP**

January 3, 2012

308 Market Street, st, Suites 1 & 2  
Roanoke, Virginia 24011

540.345.8500

toll free 888.822.6772

fax 540.345.5330

toll free 877.212.8599

Fluvanna County  
P.O. Box 540  
Palmyra, VA 22963

Attention: Eric Dahl, Budget Analyst

Virginia Association of Counties Self-Insurance Risk Pool

Participant: Fluvanna County

Claim Number: 0322011058517

Date of Loss: 11-14-11

Dear Eric:

Enclosed please find a VACoRP property damage check in the amount of \$4,791.70 to cover the repair cost of the 2008 Ford Crown Victoria VIN 3041 that hit a deer. This amount was determined by the S&S Appraisal Services estimate that was submitted in the amount of \$5,291.70 before the \$500.00 policy deductible was applied.

If you should have any questions regarding this payment, please feel free to call our office.

Sincerely,

Susan C. Farris, CIC, CISR  
Claims Specialist

Enc. – check

2008 Ford Crown Victoria VIN 3041 Repairs

61235  
68-183/514  
412

**VACORP CLAIMS**  
308 MARKET ST. SE. STE 1 & 2  
ROANOKE, VA 24011  
540-345-8500

FIRST CITIZENS BANK

Four Thousand Seven Hundred Ninety-One and 70/100 Dollars\*\*\*\*\*

DATE

AMOUNT

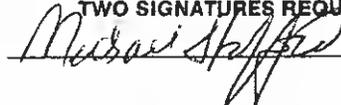
1/3/2012

\*\*4,791.70\*\*

AY  
TO THE  
ORDER  
OF

Fluvanna  
P.O. Box 299  
Route 15 S. County Admin Bldg  
Palmyra, VA 22963

**VOID AFTER 60 DAYS**  
**TWO SIGNATURES REQUIRED OVER \$30,000**



AUTHORIZED SIGNATURE

⑈061235⑈ ⑆051401836⑆008921921150⑈

VACORP CLAIMS

61235

Description	From Date	To Date	Invoice #	Invoice Amt	Amount
Auto Comprehensive			Repair Estimate	\$5,291.70	\$5,291.70
Auto Comprehensive			Deductible	\$5,291.70	(\$500.00)

Claim Number: 0322011058517 Claimant: Fluvanna Payee: Fluvanna  
Check Number: 61235 Total Check Amt: \$4,791.70 Event Date: 11/14/2011 Department: 032 Fluvanna  
Memo: 2008 Ford Crown Victoria VIN 3041 Repairs



**COUNTY OF FLUVANNA**  
"Responsive & Responsible Government"

**Renee Hoover**  
Director of Finance  
rhoover@co.fluvanna.va.us

P.O. Box 540 Palmyra, VA 22963 • (434) 591-1910 • FAX (434) 591-1911 • www.co.fluvanna.va.us

## Memorandum

TO: Board of Supervisors  
FROM: Renee Hoover, Director of Finance  
DATE: February 1, 2012  
RE: Accounts Payable Report

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### Accounts Payable

The accounts payable report is attached for the bills paid between December 28, 2011 and January 24, 2012.

If you have questions about a payment and want more information regarding it, please contact me prior to the meeting. I can research it, provide you the information, and share it with the Supervisors at the meeting. Otherwise, I will take your questions at the meeting, answer if possible, and follow up after the meeting with the information via email.

Staff recommends that the Board of Supervisors ratify the expenditures along with payroll for the month of December.

General	\$486,054.67
Capital Improvements	72,434.59
Debt Service	31,686.57
Sewer	1,790.15
Fork Union Sanitary District	<u>2,447.72</u>
Total Expenditures by Fund	\$594,413.70
Payroll – December	640,758.14
Total Payables & Payroll	<u>1,235,171.84</u>

### Motion:

I move the Accounts Payable from December 28, 2011 through January 24, 2012 and Payroll for the month of December 2011 in the amount of \$1,235,171.84 be ratified.

County of Fluvanna  
Accounts Payable List

From Date: 12/28/2011  
To Date: 1/24/2012

Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount
Fund # - 100 GENERAL FUND						
GENERAL FUND						
CURTIS PUTNAM	CLEARING ACCOUNT- PAYROLL	HEALTH INS REFUND	CP120511	12/5/2011	12/29/2011	\$169.12
ONE TIME	CLEARING ACCOUNT- PAYROLL	HEALTH INS REIMBURSMNT	JG122011	12/20/2011	12/29/2011	\$12.87
ONE TIME	CUSTOMERS DEPOSITS/REFUNDS	SIGN DEPOSIT	SUP 11:03	12/22/2011	12/29/2011	\$90.00
ONE TIME	CUSTOMERS DEPOSITS/REFUNDS	SIGN DEPOSIT	SUP 11:04	12/22/2011	12/29/2011	\$90.00
ONE TIME	CLEARING ACCOUNT- PAYROLL	INS REFUND	EH01042011	1/4/2011	1/11/2012	\$151.22
ONE TIME	CLEARING ACCOUNT- PAYROLL	INS REFUND	KA12202011	12/20/2011	1/11/2012	\$181.02
AFLAC	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007001	12/13/2011	1/11/2012	\$577.61
AFLAC	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007481	12/27/2011	1/11/2012	\$577.61
BENEFICIAL DISCOUNT CO	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007018	12/13/2011	1/11/2012	\$232.39
BENEFICIAL DISCOUNT CO	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007496	12/27/2011	1/11/2012	\$232.39
COLONIAL LIFE & ACCIDENT INSURANCE	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007006	12/13/2011	1/11/2012	\$6.28
COLONIAL LIFE & ACCIDENT INSURANCE	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007486	12/27/2011	1/11/2012	\$6.28
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007008	12/13/2011	1/11/2012	\$1,643.92
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007487	12/27/2011	1/11/2012	\$1,643.92
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007009	12/13/2011	1/11/2012	\$2,688.61
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007488	12/27/2011	1/11/2012	\$2,726.00
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007010	12/13/2011	1/11/2012	\$37.94
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007489	12/27/2011	1/11/2012	\$37.94
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007011	12/13/2011	1/11/2012	\$449.71
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007490	12/27/2011	1/11/2012	\$449.71
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007012	12/13/2011	1/11/2012	\$13.01

**County of Fluvanna  
Accounts Payable List**

**From Date: 12/28/2011  
To Date: 1/24/2012**

FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007491	12/27/2011	1/11/2012	\$13.01
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007013	12/13/2011	1/11/2012	\$10.83
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007498	12/27/2011	1/11/2012	\$10.83
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007014	12/13/2011	1/11/2012	\$164.95
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007492	12/27/2011	1/11/2012	\$164.95
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007016	12/13/2011	1/11/2012	\$197.60
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007494	12/27/2011	1/11/2012	\$197.60
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007017	12/13/2011	1/11/2012	\$160.46
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007495	12/27/2011	1/11/2012	\$160.46
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007019	12/13/2011	1/11/2012	\$429.86
FIRST FINANCIAL	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007497	12/27/2011	1/11/2012	\$429.86
MINNESOTA LIFE INS. CO	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007015	12/13/2011	1/11/2012	\$46.15
MINNESOTA LIFE INS. CO	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007493	12/27/2011	1/11/2012	\$46.15
NY LIFE INSURNACE & ANNUITY CORP	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007005	12/13/2011	1/11/2012	\$45.00
NY LIFE INSURNACE & ANNUITY CORP	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007485	12/27/2011	1/11/2012	\$45.00
STANDARD & CORE/NACO	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007477	12/27/2011	1/11/2012	\$2,081.84
STANDARD & CORE/NACO	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000006997	12/13/2011	1/11/2012	\$14,559.76
THE SIGNATURE GROUP	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007004	12/13/2011	1/11/2012	\$15.60
THE SIGNATURE GROUP	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007484	12/27/2011	1/11/2012	\$15.60
TREASURER OF VIRGINIA	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000006999	12/13/2011	1/11/2012	\$112.50
TREASURER OF VIRGINIA	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007479	12/27/2011	1/11/2012	\$112.50
TREASURER OF VIRGINIA	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007000	12/13/2011	1/11/2012	\$476.39
TREASURER OF VIRGINIA	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007480	12/27/2011	1/11/2012	\$476.39
VA. DEPT. OF TAXATION	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007478	12/27/2011	1/11/2012	\$10,095.11

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VA. DEPT. OF TAXATION	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000006998	12/13/2011	1/11/2012	\$10,859.37
VIRGINIA CREDIT UNION	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007003	12/13/2011	1/11/2012	\$150.00
VIRGINIA CREDIT UNION	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007483	12/27/2011	1/11/2012	\$150.00
NEW YORK LIFE INSURANCE CO	CLEARING ACCOUNT- PAYROLL	DEDUCTION CHECK REISSUE	DECEMBER 2011	12/31/2011	1/20/2012	\$62.33
NEW YORK LIFE INSURANCE CO	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007002	12/13/2011	1/20/2012	\$242.21
NEW YORK LIFE INSURANCE CO	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 122311	000000007482	12/27/2011	1/20/2012	\$304.54
VRS	CLEARING ACCOUNT- PAYROLL	DEDUCTION CHECK REISSUE	DECEMBER 2011	12/31/2011	1/20/2012	\$418.64
VRS	CLEARING ACCOUNT- PAYROLL	Payroll Run 1 - Warrant 120911	000000007007	12/13/2011	1/20/2012	\$70,321.98
Total:						\$124,595.02
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BOARD OF SUPERVISORS						
FAYES OFFICE SUPPLY	OFFICE SUPPLIES	OFFICE SUPPLIES	0117963-001	12/20/2011	12/29/2011	\$98.97
FAYES OFFICE SUPPLY	OFFICE SUPPLIES	SUPPLIES	0115758-001-2	12/19/2011	12/29/2011	\$113.63
FRONTRUNNER SIGN STUDIOS	PRINTING AND BINDING	SUPPLIES	16337	12/13/2011	12/29/2011	\$341.08
ONE TIME	PROFESSIONAL SERVICES	COUNTYS TITLE INSURANCE	DEC 19, 2011	12/19/2011	12/29/2011	\$763.00
ECKERT SEAMANS CHERIN & MELLOTT LLC	PROFESSIONAL SERVICES	PROFESSIONAL SERVICE	793114	12/19/2011	1/11/2012	\$24,144.54
VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	COPIER	11704144	12/22/2011	1/11/2012	\$5.55
VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL	667198119	12/19/2011	1/11/2012	\$68.38
Total:						\$25,535.15
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COUNTY ADMINISTRATOR						
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$5.23
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$26.14
OCE'	LEASE/RENT	MAINT/SUPPLIES	416754743	12/10/2011	12/29/2011	\$122.52
PITNEY BOWES GLOBAL	LEASE/RENT	LEASE PAYMENT	9629155-DC11	12/13/2011	12/29/2011	\$171.00

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SHENANDOAH VALLEY WATER	SUBSISTENCE & LODGING		A3464300-12	1/1/2012	1/11/2012	\$75.00
VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL	667198119	12/19/2011	1/11/2012	\$13.95
Total:						\$413.84
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COUNTY ATTORNEY						
PAYNE & HODOUS	PROFESSIONAL SERVICES	ATTORNEY FLAT FEE	DEC 20, 2011	12/20/2011	12/29/2011	\$5,000.00
PAYNE & HODOUS	PROFESSIONAL SERVICES	PROFESSIONAL SERVICE	821253	10/31/2011	1/11/2012	\$68.00
PAYNE & HODOUS	PROFESSIONAL SERVICES	PROFESSIONAL SERVICE	84493	12/31/2011	1/11/2012	\$900.00
PAYNE & HODOUS	PROFESSIONAL SERVICES	PROFESSIONAL SERVICE	83844	12/31/2011	1/11/2012	\$12,130.54
Total:						\$18,098.54
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COMMISSIONER OF THE REVENUE						
BUSINESS DATA OF VA INC	PROFESSIONAL SERVICES	CONSULTING	20100965	12/14/2011	12/29/2011	\$125.00
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$26.14
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$39.08
PITNEY BOWES GLOBAL	POSTAL SERVICES	LEASE PAYMENT	1015396-DC11	12/13/2011	12/29/2011	\$597.00
Total:						\$787.22
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TREASURER						
BUSINESS DATA OF VA INC	MAINTENANCE CONTRACTS	CONSULTING	20100966	12/14/2011	12/29/2011	\$175.00
BUSINESS DATA OF VA INC	PROFESSIONAL SERVICES	TRAVEL/CONSULTING	20100733	6/24/2011	12/29/2011	\$300.00
BUSINESS DATA OF VA INC	PRINTING AND BINDING	CONSULTING/TRAVEL	20100897	10/6/2011	12/29/2011	\$500.00
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$31.37
IKON OFFICE SERVICES	MAINTENANCE CONTRACTS	COPIER PAYMENT	85979051	11/23/2011	12/29/2011	\$474.00
LAKEWAY PUBLISHER OF VA	ADVERTISING	ADS	101	11/30/2011	12/29/2011	\$90.00

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ONE TIME	OFFICE SUPPLIES	SUPPLY REIMBURSMENT	GV12222011	12/22/2011	12/29/2011	\$36.72
QUILL	OFFICE SUPPLIES	OFFICE SUPPLIES	8441942	12/5/2011	12/29/2011	\$39.99
QUILL	OFFICE SUPPLIES	OFFICE SUPPLIES	8441946	12/5/2011	12/29/2011	\$383.34
BUSINESS DATA OF VA INC	PROFESSIONAL SERVICES	CONSULTNG	2100978	12/22/2011	1/11/2012	\$250.00
BUSINESS DATA OF VA INC	OTHER OPERATING SUPPLIES	CONSULTING	20100972	12/19/2011	1/11/2012	\$300.00
IKON OFFICE SERVICES	MAINTENANCE CONTRACTS	EQUIPMENT	86169927	12/23/2011	1/11/2012	\$497.70
VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL	667198119	12/19/2011	1/11/2012	\$55.73
					<b>Total:</b>	<b>\$3,133.85</b>
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INFORMATION TECHNOLOGY						
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$5.23
CONTERRA ULTRA BROADBAND	TELECOMMUNICATIONS	1000.00	COF-36	12/1/2011	1/11/2012	\$1,000.00
ER COMMUNICATIONS LLC	TELECOMMUNICATIONS	SERVICE REMOTE PROGRAM	9335	11/7/2011	1/11/2012	\$50.00
ER COMMUNICATIONS LLC	TELECOMMUNICATIONS	SERVICE REMOTE PROGRAM	9363	12/12/2011	1/11/2012	\$50.00
VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL	667198119	12/19/2011	1/11/2012	\$23.41
					<b>Total:</b>	<b>\$1,128.64</b>
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FINANCE						
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$20.91
TYLER TECHNOLOGIES	OFFICE SUPPLIES	FORMS	045190754	12/3/2011	1/11/2012	\$102.82
VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	KONICA MINOLTA BIZHUB C353	1701411B 1	12/29/2011	1/11/2012	\$280.41
					<b>Total:</b>	<b>\$404.14</b>
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REGISTRAR/ELECTORAL BOARD						
ALC COPIES, INC	OTHER OPERATING SUPPLIES	VOTING MAPS	4674	10/19/2011	12/29/2011	\$168.00

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THE NERDS.NET	MACHINERY AND EQUIPMENT	SERVICES	VN72560	6/13/2011	12/29/2011	\$6,879.60
FLUVANNA CO SHERIFF'S OFC	CONTRACT SERVICES	TRANSPORTING MACHINES FOR ELECTION	FCR08	11/18/2011	12/29/2011	\$560.00
JEROME PATCHEN	MILEAGE ALLOWANCES	REIMBURSMENT	JPO12292011	12/29/2011	1/11/2012	\$43.86
VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL	667198119	12/19/2011	1/11/2012	\$51.46
Total:						\$7,702.92
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GENERAL DISTRICT COURT						
CENTURYLINK 309871364	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$209.34
VIRGINIA BUSINESS SYSTEMS	MAINTENANCE CONTRACTS	COPIER PAYMENT	11663962	12/12/2011	12/29/2011	\$167.69
Total:						\$377.03
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COURT SERVICE UNIT						
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$20.91
Total:						\$20.91
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CLERK OF THE CIRCUIT COURT						
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$41.82
Total:						\$41.82
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CIRCUIT COURT JUDGE						
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$15.68
Total:						\$15.68
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COMMONWEALTH ATTY						
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$20.91

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STAPLES CREDIT PLAN	OFFICE SUPPLIES	SUPPLIES	DEC 15, 2011	12/5/2011	12/29/2011	\$121.19
WEST PAYMENT CENTER	BOOKS/PUBLICATIONS	SUBSCRIPTION	824065596	12/4/2011	12/29/2011	\$429.50
SHENANDOAH VALLEY WATER	CONTRACT SERVICES	WATER	A354780012	1/1/2012	1/11/2012	\$26.60
VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL	667198119	12/19/2011	1/11/2012	\$51.46
Total:						\$649.66
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SHERIFF						
AT&T 286-3642	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 6, 2011	12/6/2011	12/29/2011	\$79.64
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$41.82
CENTURYLINK 309903768	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 07, 2011	12/7/2011	12/29/2011	\$151.51
DONNA'S NEEDLEWORK	UNIFORMWEARING APPAREL	UNIFORM ALTERATIONS	5000-40	12/12/2011	12/29/2011	\$60.50
GARY SHULL'S AUTO REPAIR	BLDGS EQUIP VEHICLE REP&MAINT	STATE INSPECTION	10015006	12/9/2011	12/29/2011	\$16.00
ONE TIME	VEHICLE FUEL	GAS REIMBURSEMENT	TS1	12/19/2011	12/29/2011	\$48.48
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$4,938.61
PITNEY BOWES GLOBAL	LEASE/RENT	LEASE PAYMENT	2910693-DC11	12/13/2011	12/29/2011	\$168.00
VERIZON BUSINES #90048588	TELECOMMUNICATIONS	MONTHLY SERVICE	05677121	12/25/2011	12/29/2011	\$12.31
VERIZON WIRELESS	TELECOMMUNICATIONS	MONTHLY SERVICE	6667173895	12/8/2011	12/29/2011	\$1,319.05
WEST RIVER AUTO	BLDGS EQUIP VEHICLE REP&MAINT	VEHICLE MAINT.	27979	11/2/2011	12/29/2011	\$47.70
CENTURYLINK 309797542	TELECOMMUNICATIONS	PHONE	309797542 01	12/16/2011	1/11/2012	\$118.63
CENTURYLINK 310191749	TELECOMMUNICATIONS	PHONE	310191749 01	12/16/2011	1/11/2012	\$854.27
FLEET SERVICES	VEHICLE FUEL	FUEL	28066924	12/15/2011	1/11/2012	\$48.86
Total:						\$7,905.38
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E911						

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CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$5.23
CENTURYLINK 310042302	TELECOMMUNICATIONS	E-911	310042302 9/10	10/4/2011	12/29/2011	\$3,458.02
CENTURYLINK 310042302	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 10, 2011	12/10/2011	12/29/2011	\$3,458.18
D & S CONSTRUCTION	E911 HOUSE SIGNS	SUPPLIES	5621	12/19/2011	12/29/2011	\$220.66
D & S CONSTRUCTION	E911 REPLACEMENT ROAD SIGNS	SUPPLIES	5621	12/19/2011	12/29/2011	\$677.00
DYNAMIC RESOURCE SOLUTION	CONTRACT SERVICES	IT SERVICE	626	12/28/2011	12/29/2011	\$1,300.00
MSAG DATA CONSULTANTS,INC	MSAG SERVICES	MONTHLY ADDRESS MAINT	C310718	11/30/2011	12/29/2011	\$63.00
VERIZON WIRELESS	TELECOMMUNICATIONS	MONTHLY SERVICE	6667173895	12/8/2011	12/29/2011	\$554.56
ADVANCED NETWORK SYSTEMS	BLDGS EQUIP VEHICLE REP&MAINT	TECH SERVICE	7956	12/9/2011	1/11/2012	\$1,615.00
CENTURYLINK 310214091	TELECOMMUNICATIONS	E-911	31214091 01	12/19/2011	1/11/2012	\$960.80
CPI	MAINTENANCE CONTRACTS	MANINTENANCE	11-1247ME	12/21/2011	1/11/2012	\$312.00
<b>Total:</b>						<b>\$12,624.45</b>
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CORRECTION AND DETENTION						
COUNTY OF ALBEMARLE	CONFINEMENT - BRJDC	JUVENILE DETENTION	FY2012-00000548	11/30/2011	12/29/2011	\$15,164.60
<b>Total:</b>						<b>\$15,164.60</b>
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BUILDING INSPECTIONS						
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$20.91
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$61.57
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$70.94
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$156.87
VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL	667198119	12/19/2011	1/11/2012	\$59.74
VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL	667198119	12/19/2011	1/11/2012	\$114.29
<b>Total:</b>						<b>\$484.32</b>

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ANIMAL CONTROL						
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$193.81
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$256.98
Total:						\$450.79
FACILITIES						
BLUE RIDGE	GENERAL MATERIALS AND SUPPLIES	SUPPLIES	5540-CON 11/30/11	11/30/2011	12/29/2011	\$473.55
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$20.91
CII SERVICE	BLDGS EQUIP VEHICLE REP&MAINT	UNIT REPAIR	40-054983	12/19/2011	12/29/2011	\$380.98
CII SERVICE	BLDGS EQUIP VEHICLE REP&MAINT	UNIT REPAIR	40-54864	11/30/2011	12/29/2011	\$484.08
CII SERVICE	BLDGS EQUIP VEHICLE REP&MAINT	UNIT REPAIR	40-054863	11/30/2011	12/29/2011	\$859.13
CII SERVICE	BLDGS EQUIP VEHICLE REP&MAINT	UNIT REPAIR	40-054861	11/30/2011	12/29/2011	\$1,881.22
CII SERVICE	BLDGS EQUIP VEHICLE REP&MAINT	UNIT REPAIR	40-054968	12/19/2011	12/29/2011	\$2,114.21
CINTAS	LAUNDRY AND DRY CLEANING	UNIFORMS	394320209	12/22/2011	12/29/2011	\$105.17
CINTAS	LAUNDRY AND DRY CLEANING	UNIFORMS	394318223	12/15/2011	12/29/2011	\$114.79
COMMONWEALTH DISTRIBUTION	JANITORIAL SUPPLIES	SUPPLIES	25237	12/19/2011	12/29/2011	\$13.26
COMMONWEALTH DISTRIBUTION	JANITORIAL SUPPLIES	SUPPLIES	25170	12/14/2011	12/29/2011	\$1,864.13
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$176.72
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$202.91
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$221.65
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$322.03
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$361.38

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RACECOM OF VIRGINIA	COMMUNICATIONS EQUIPMENT	EQUIPMENT	100004	12/15/2011	12/29/2011	\$1,000.00
BLUE RIDGE	GENERAL MATERIALS AND SUPPLIES	SUPPLIES	5510-CPN 12302011	12/30/2011	1/11/2012	\$1,282.38
E.W. THOMAS	BLDGS EQUIP VEHICLE REP&MAINT	SUPPLIES	01092011	1/9/2012	1/11/2012	\$130.82
E.W. THOMAS	SUBSISTENCE & LODGING	SUPPLIES	01092011	1/9/2012	1/11/2012	\$176.03
LOWE'S	GENERAL MATERIALS AND SUPPLIES	SUPPLIES	12252011	12/25/2011	1/11/2012	\$2,132.96
VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL	667198119	12/19/2011	1/11/2012	\$142.13
<b>Total:</b>						<b>\$14,460.44</b>
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GENERAL SERVICES						
BLOSSMAN	HEATING SERVICES	PROPANE	303657	12/12/2011	12/29/2011	\$190.75
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$642.19
CENTURYLINK 309363296	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$177.40
CENTURYLINK 309428096	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$35.37
CENTURYLINK 309697981	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$35.37
CENTURYLINK 309898636	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$45.86
CENTURYLINK 310338742	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$44.70
CII SERVICE	MAINTENANCE CONTRACTS	PREVENTIVE MAINTENANCE	40-054899	12/15/2011	12/29/2011	\$2,437.00
TIGER FUEL COMPANY	HEATING SERVICES	HEATING OIL	709059	12/12/2011	12/29/2011	\$688.85
TIGER FUEL COMPANY	HEATING SERVICES	HEATING OIL	709087	12/12/2011	12/29/2011	\$1,221.38
TIGER FUEL COMPANY	HEATING SERVICES	HEATING OIL	711070	12/14/2011	12/29/2011	\$1,305.13
TIGER FUEL COMPANY	HEATING SERVICES	HEATING OIL	713156	12/16/2011	12/29/2011	\$2,341.72
BLOSSMAN	HEATING SERVICES	PROPANE	303956	12/30/2011	1/11/2012	\$1,111.88
BOSLEY CROWTHER	LEASE/RENT	LEASE	02012011	12/20/2011	1/11/2012	\$2,000.00
CENTURYLINK 589-8525	TELECOMMUNICATIONS	PAYPHONE	7612100739	12/20/2011	1/11/2012	\$50.00

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DOMINION VIRGINIA POWER	STREET LIGHTS	ELECTRIC	DEC 29 2011	12/29/2011	1/11/2012	\$471.89
DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	ELECTRIC	DEC 29 2011	12/29/2011	1/11/2012	\$11,760.67
SHENANDOAH VALLEY WATER	WATER SERVICES	WATER	A3807110-12	1/1/2012	1/11/2012	\$20.05
TIGER FUEL COMPANY	HEATING SERVICES	FUEL	719143	12/22/2011	1/11/2012	\$630.06
TIGER FUEL COMPANY	HEATING SERVICES	FUEL	719086	12/22/2011	1/11/2012	\$1,065.71
TIGER FUEL COMPANY	HEATING SERVICES	HEATING OIL	731174	1/3/2012	1/11/2012	\$1,386.68
TIGER FUEL COMPANY	HEATING SERVICES	FUEL	724061	12/27/2011	1/11/2012	\$1,982.44
<b>Total:</b>						<b>\$29,645.10</b>
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PUBLIC WORKS						
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$20.91
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$41.49
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$115.11
FLEET SERVICES	VEHICLE FUEL	GAS	28066946	12/15/2011	1/11/2012	\$96.24
VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL	667198119	12/19/2011	1/11/2012	\$109.23
<b>Total:</b>						<b>\$382.98</b>
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CONVENIENCE CENTER						
BFI	CONTRACT SERVICES	WASTE REMOVAL	004994	12/15/2011	12/29/2011	\$2,400.12
CENTURYLINK 310392717	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$3.51
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$36.14
VERIZON BUSINES #90048588	TELECOMMUNICATIONS	MONTHLY SERVICE	05677121	12/25/2011	12/29/2011	\$12.31
CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	ELECTRIC	050301000 1229	12/29/2011	1/11/2012	\$68.43
ONE TIME	VEHICLE FUEL	REIMBURSEMENT	WT01062011	1/6/2012	1/11/2012	\$15.00
SHENANDOAH VALLEY WATER	PURCHASE OF SERVICES	WATER	A24842500-12	1/1/2012	1/11/2012	\$34.00

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VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL	667198119	12/19/2011	1/11/2012	\$31.29
					Total:	\$2,600.80
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HEALTH						
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$5.23
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$171.33
					Total:	\$176.56
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VJCCCA						
A J ANDERSON DR	PROFESSIONAL SERVICES	PSYCHOLOGICAL EVALUATION	10/21/2011	10/21/2011	12/29/2011	\$1,050.00
					Total:	\$1,050.00
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CSA						
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$10.46
OCE'	PROFESSIONAL SERVICES	MAINT/SUPPLIES	416761214	12/10/2011	12/29/2011	\$73.92
					Total:	\$84.38
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CSA PURCHASE OF SERVICES						
BRIGHT BEGINNINGS DAY CARE	COMM SVCS	LUNCH/CHILD CARE	CSA MANDATED 11/12	11/12/2011	12/29/2011	\$954.00
BRIGHT BEGINNINGS DAY CARE	COMM SVCS	LUNCH/CHILD CARE/REGISTRATION FEE	CSA 11/12	11/12/2011	12/29/2011	\$1,029.00
ADDICTION RECOVERY SYSTEMS LLC	COMM SVCS	ALEX BINGMAN	P11030441756	12/28/2011	12/30/2011	\$390.00
BRIDGES TREATMENT CENTER	EDUC SVCS CONG CARE	KYLE WHEATON	P11000696299	12/28/2011	12/30/2011	\$2,040.00
BROWN YOUTH CONSULTANTS,	COMM SVCS	CALEB WHITE	P11000703757	12/28/2011	12/30/2011	\$225.00
CENTRAL VA COMMUNITY SERVICE BOARD	COMM SVCS	AARON LEE ALBERTSON	P11000695958	12/28/2011	12/30/2011	\$736.50

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DR. JEFFREY C. FRACHER	COMM SVCS	BRANDON MCBRIDE	P11030444284	12/28/2011	12/30/2011	\$950.00
DR. JEFFREY C. FRACHER	COMM SVCS	DIXIE ALLEY	P11030444685	12/28/2011	12/30/2011	\$950.00
ELK HILL	COMM SVCS	TREYVON CARRINGTON	P11000700359	12/28/2011	12/30/2011	\$375.00
ELK HILL	COMM SVCS	DARRIEN HERRING	P11000695461	12/28/2011	12/30/2011	\$400.00
ELK HILL	COMM SVCS	BRANDON JUSTUS	P11000703860	12/28/2011	12/30/2011	\$925.00
ELK HILL	COMM SVCS	CHEYENNE WOODSON	P11030446862	12/28/2011	12/30/2011	\$1,525.00
ELK HILL	RES. CONG. CARE	MARVIN PUGH	P11000708707	12/28/2011	12/30/2011	\$2,546.60
ELK HILL	POS MANDATED SPED-PRIVATE DAY	PHILLIP FOSTER	P11000705255	12/28/2011	12/30/2011	\$2,800.00
ELK HILL	POS MANDATED SPED-PRIVATE DAY	CARLTON KING	P11000705354	12/28/2011	12/30/2011	\$2,800.00
ELK HILL	EDUC SVCS CONG CARE	JAMES DUROVY	P11000697600	12/28/2011	12/30/2011	\$3,100.00
ELK HILL	RES. CONG. CARE	JAMES DUROVY	P11000697806	12/28/2011	12/30/2011	\$4,350.00
FAMILY PRESERVATION SERV.	COMM SVCS	KATIE TODD	P10000704591	12/28/2011	12/30/2011	\$105.00
FAMILY PRESERVATION SERV.	COMM SVCS	KATIE TODD	P11000704564	12/28/2011	12/30/2011	\$157.50
FAMILY PRESERVATION SERV.	COMM SVCS	DAKOTA CASH	P11030409574	12/28/2011	12/30/2011	\$157.50
FAMILY PRESERVATION SERV.	COMM SVCS	LOGAN HERRING	P11000704670	12/28/2011	12/30/2011	\$225.00
FAMILY PRESERVATION SERV.	COMM SVCS	MATTHEW BISHOP	P10030444396	12/28/2011	12/30/2011	\$297.50
FAMILY PRESERVATION SERV.	COMM SVCS	MATTHEW BISHOP	P11030444382	12/28/2011	12/30/2011	\$437.50
FAMILY PRESERVATION SERV.	COMM SVCS	CHELSEA ORTIZ	P11000702073	12/28/2011	12/30/2011	\$455.00
FAMILY PRESERVATION SERV.	COMM SVCS	ERIC JONES	P11000706472	12/28/2011	12/30/2011	\$472.50
FAMILY PRESERVATION SERV.	COMM SVCS	JOSHUA CREWS	P11030428777	12/28/2011	12/30/2011	\$472.50
FAMILY PRESERVATION SERV.	COMM SVCS	BRIAN LAM	P10000705593	12/28/2011	12/30/2011	\$560.00
FAMILY PRESERVATION SERV.	COMM SVCS	JASMINE QUARLES	P11030418875	12/28/2011	12/30/2011	\$630.00
FAMILY PRESERVATION SERV.	COMM SVCS	JAYLEN BROWN	P11030415681	12/28/2011	12/30/2011	\$665.00
FAMILY PRESERVATION SERV.	COMM SVCS	STEVEN MONAHAN	P11030416178	12/28/2011	12/30/2011	\$910.00

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FAMILY PRESERVATION SERV.	COMM SVCS	JOSHUA AKERS	P11000698566	12/28/2011	12/30/2011	\$1,050.00
FAMILY PRESERVATION SERV.	COMM SVCS	EMILY MCDANIEL	P11030415379	12/28/2011	12/30/2011	\$1,050.00
FAMILY PRESERVATION SERV.	COMM SVCS	HALEE KIDD	P11030418280	12/28/2011	12/30/2011	\$1,085.00
FAMILY PRESERVATION SERV.	COMM SVCS	JONATHAN HAISLIP	P11000704768	12/28/2011	12/30/2011	\$1,330.00
FAMILY PRESERVATION SERV.	COMM SVCS	JOHN JARVIE	P10000705194	12/28/2011	12/30/2011	\$1,365.00
FAMILY PRESERVATION SERV.	COMM SVCS	CARLTON KING	P11000695565	12/28/2011	12/30/2011	\$1,365.00
FAMILY PRESERVATION SERV.	COMM SVCS	LAUREN JOHNSON	P11000704971	12/28/2011	12/30/2011	\$1,382.50
FAMILY PRESERVATION SERV.	COMM SVCS	CARLTON KING	P10000695592	12/28/2011	12/30/2011	\$1,400.00
FAMILY PRESERVATION SERV.	COMM SVCS	BRUCE SOUTHWICK	P11000698167	12/28/2011	12/30/2011	\$1,417.50
FAMILY PRESERVATION SERV.	COMM SVCS	DORIEN COATS	P11030410663	12/28/2011	12/30/2011	\$1,417.50
FAMILY PRESERVATION SERV.	COMM SVCS	AMBER SPENCER	P11030409276	12/28/2011	12/30/2011	\$1,610.00
FAMILY PRESERVATION SERV.	COMM SVCS	TAVION BANKS	P11030416283	12/28/2011	12/30/2011	\$1,610.00
FAMILY PRESERVATION SERV.	COMM SVCS	LOGAN HERRING	P11000703469	12/28/2011	12/30/2011	\$1,697.50
FAMILY PRESERVATION SERV.	COMM SVCS	MELODY WALKER	P10000709595	12/28/2011	12/30/2011	\$2,082.50
GRAFTON SCHOOL, INC	EDUC SVCS CONG CARE	MARVIN PUGH	P10000699903	12/28/2011	12/30/2011	\$4,275.00
GRAFTON SCHOOL, INC	EDUC SVCS CONG CARE	OTIS LEWIS	P10000699204	12/28/2011	12/30/2011	\$4,815.00
KIDS IN FOCUS/	EDUC SVCS CONG CARE	KATIE TODD	P10000709305	12/28/2011	12/30/2011	\$161.00
KIDS IN FOCUS/	EDUC SVCS CONG CARE	KATIE TODD	P11000704401	12/28/2011	12/30/2011	\$3,220.00
KIDS IN FOCUS/	RES. CONG. CARE	KATIE TODD	P11000704308	12/28/2011	12/30/2011	\$6,809.10
NANCY STAFF MS CCC SLP	COMM SVCS	BRIAN LAM	P10000700997	12/28/2011	12/30/2011	\$450.00
NANCY STAFF MS CCC SLP	COMM SVCS	BRIAN LAM	P11000700986	12/28/2011	12/30/2011	\$450.00
POPLAR SPRINGS HOSPITAL	EDUC SVCS CONG CARE	JUSTIN PUGH	P11000705402	12/28/2011	12/30/2011	\$2,280.00
VABODE	COMM SVCS	DENNIS THOMAS	P11000707889	12/28/2011	12/30/2011	\$1,080.00
VABODE	COMM SVCS	TY'SHUWN LOVINGOOD	P11000707988	12/28/2011	12/30/2011	\$1,080.00
VABODE	COMM SVCS	RYAN JOHNSON	P10000709798	12/28/2011	12/30/2011	\$1,140.00

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VABODE	COMM SVCS	CALEB WHITE	P11000703687	12/28/2011	12/30/2011	\$1,380.00
WILLOW OAKS	COMM SVCS	PARKER LAWSON	P11030443690	12/28/2011	12/30/2011	\$2,520.00
BARRY ROBINSON CENTER	EDUC SVCS CONG CARE	DANIEL WELSH	P11000709485	11/30/2011	1/11/2012	\$436.00
BARRY ROBINSON CENTER	RES. CONG. CARE	DANIEL WELSH	P11000708197	11/30/2011	1/11/2012	\$3,148.00
BROWN YOUTH CONSULTANTS,	COMM SVCS	CALEB WHITE	P12000703752	12/31/2011	1/11/2012	\$225.00
BROWN YOUTH CONSULTANTS,	COMM SVCS	DENNIS THOMAS	P12000707653	12/31/2011	1/11/2012	\$630.00
BROWN YOUTH CONSULTANTS,	COMM SVCS	TY'SHUWN LOVINGOOD	P12000707550	12/31/2011	1/11/2012	\$900.00
BROWN YOUTH CONSULTANTS,	COMM SVCS	KE'ALLEN BLAND	P12000707751	12/31/2011	1/11/2012	\$1,125.00
CHILD CONNECTION DEVEL	COMM SVCS	ALLEN WEAKLEY	P12030446554	12/1/2011	1/11/2012	\$90.00
COMMUNITY ATTENTION	POS MAND THER FC 4E	CHEYENNE WOODSON	P11030287213	11/30/2011	1/11/2012	\$1,634.40
COMMUNITY ATTENTION	POS MAND THER FC 4E	DAKOTA WOODSON	P11030287312	11/30/2011	1/11/2012	\$1,634.40
COMMUNITY ATTENTION	TFC LIC. RES CONG CARE	AMBER SPENCER	P11030438205	11/30/2011	1/11/2012	\$2,109.35
CRAIG VILLALON LCSW	COMM SVCS	JESSICA WEAKLEY	P12030420457	12/31/2011	1/11/2012	\$180.00
ELK HILL	COMM SVCS	KAHLIL TINSLEY	P11000697568	11/30/2011	1/11/2012	\$1,095.00
ELK HILL	COMM SVCS	CHEYENNE WOODSON	P12030446858	12/31/2011	1/11/2012	\$1,850.00
FAMILY PRESERVATION SERV.	COMM SVCS	BRANDON MCBRIDE	P11030445378	11/30/2011	1/11/2012	\$262.50
FAMILY PRESERVATION SERV.	COMM SVCS	SIDNEY WILLIAMS	P11000698969	11/30/2011	1/11/2012	\$347.50
FAMILY PRESERVATION SERV.	COMM SVCS	TIMOTHY O'CONNOR	P11030413673	11/30/2011	1/11/2012	\$490.00
FAMILY PRESERVATION SERV.	COMM SVCS	OLIVIA PATTERSON	P11030444470	11/30/2011	1/11/2012	\$542.50
FAMILY PRESERVATION SERV.	COMM SVCS	JOHN JARVIE	P07000705167	7/31/2011	1/11/2012	\$560.00
FAMILY PRESERVATION SERV.	COMM SVCS	ALEX BINGMAN	P11030413277	11/30/2011	1/11/2012	\$595.00
FAMILY PRESERVATION SERV.	COMM SVCS	EMMANUEL DUBOISE	P11030417175	11/30/2011	1/11/2012	\$735.00
FAMILY PRESERVATION SERV.	COMM SVCS	JOHN JARVIE	P08000705149	8/31/2011	1/11/2012	\$840.00
FAMILY PRESERVATION SERV.	COMM SVCS	DALE BRETT	P11030417476	11/30/2011	1/11/2012	\$927.50
FAMILY PRESERVATION SERV.	COMM SVCS	CHASIDY KOLTZ	P11030412674	11/30/2011	1/11/2012	\$1,365.00

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FAMILY PRESERVATION SERV.	COMM SVCS	JOHN JARVIE	P11000705180	11/30/2011	1/11/2012	\$1,400.00
FAMILY PRESERVATION SERV.	COMM SVCS	BRIAN LAM	P11000705579	11/30/2011	1/11/2012	\$1,400.00
FAMILY PRESERVATION SERV.	COMM SVCS	SHOJN BEST	P09030444884	9/30/2011	1/11/2012	\$1,592.50
FAMILY PRESERVATION SERV.	COMM SVCS	CIERA THOMAS	P11030417071	11/30/2011	1/11/2012	\$1,662.50
FAMILY PRESERVATION SERV.	COMM SVCS	SHOJN BEST	P08030444848	8/31/2011	1/11/2012	\$1,715.00
FAMILY PRESERVATION SERV.	COMM SVCS	TYLER PACE	P11030412772	11/30/2011	1/11/2012	\$1,942.50
FAMILY PRESERVATION SERV.	COMM SVCS	SHOJN BEST	P07030444866	7/31/2011	1/11/2012	\$2,065.00
FLUVANNA CO SCHOOL SYSTEM	COMM SVCS	ALLEN WEAKLEY	P12030441659	12/30/2011	1/11/2012	\$60.00
GLORIA HUBERT	POS MANDATED FFMP	MARCUS WELLS	P02030411794	2/29/2012	1/11/2012	\$1,805.00
GRAFTON SCHOOL, INC	RES. CONG. CARE	MARVIN PUGH	P07000708896	7/31/2011	1/11/2012	\$15.00
GRAFTON SCHOOL, INC	RES. CONG. CARE	MARVIN PUGH	P11000706899	11/23/2011	1/11/2012	\$120.00
GRAFTON SCHOOL, INC	RES. CONG. CARE	MARVIN PUGH	P11000706698	11/11/2011	1/11/2012	\$240.00
GRAFTON SCHOOL, INC	RES. CONG. CARE	MARVIN PUGH	P08000708895	8/31/2011	1/11/2012	\$420.00
GRAFTON SCHOOL, INC	RES. CONG. CARE	MARVIN PUGH	P10000708803	10/31/2011	1/11/2012	\$480.00
GRAFTON SCHOOL, INC	RES. CONG. CARE	MARVIN PUGH	P09000708804	9/30/2011	1/11/2012	\$540.00
GRAFTON SCHOOL, INC	EDUC SVCS CONG CARE	MARVIN PUGH	P11000707187	11/23/2011	1/11/2012	\$1,125.00
GRAFTON SCHOOL, INC	EDUC SVCS CONG CARE	MARVIN PUGH	P11000706786	11/11/2011	1/11/2012	\$2,025.00
GRAFTON SCHOOL, INC	RES. CONG. CARE	MARVIN PUGH	P11000707001	11/23/2011	1/11/2012	\$2,484.24
GRAFTON SCHOOL, INC	RES. CONG. CARE	MARVIN PUGH	P11000706900	11/11/2011	1/11/2012	\$4,554.44
GRAFTON SCHOOL, INC	EDUC SVCS CONG CARE	OTIS LEWIS	P11000699288	11/30/2011	1/11/2012	\$4,875.00
KIDS IN FOCUS/	EDUC SVCS CONG CARE	JOSHUA AKERS	P10000710791	10/31/2011	1/11/2012	\$194.00
KIDS IN FOCUS/	EDUC SVCS CONG CARE	JOSHUA AKERS	P11000710789	11/30/2011	1/11/2012	\$194.00
LEIGH ANNE DEAL	POS MANDATED FFMP	JOHN WIGGINS	P02030408993	2/29/2012	1/11/2012	\$986.00
PENNY NORFORD PHD	COMM SVCS	BRANDON MCBRIDE	P10030445283	10/31/2011	1/11/2012	\$240.00
PENNY NORFORD PHD	COMM SVCS	AMBER SPENCER	P12030423564	12/31/2011	1/11/2012	\$240.00

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PENNY NORFORD PHD	COMM SVCS	HALEE KIDD	P12030424662	12/31/2011	1/11/2012	\$480.00	
PENNY NORFORD PHD	COMM SVCS	BRANDON MCBRIDE	P12030445263	12/18/2011	1/11/2012	\$480.00	
PENNY NORFORD PHD	COMM SVCS	BRANDON MCBRIDE	P11030445281	11/18/2011	1/11/2012	\$780.00	
PEOPLE PLACES, INC	TFC LIC. RES CONG CARE	ALLEN WEAKLEY	P10030451808	10/31/2011	1/11/2012	\$326.32	
PEOPLE PLACES, INC	TFC LIC. RES CONG CARE	TAYLOR WEAKLEY	P10030451711	10/31/2011	1/11/2012	\$330.86	
PEOPLE PLACES, INC	TFC LIC. RES CONG CARE	ALLEN WEAKLEY	P10030445709	10/31/2011	1/11/2012	\$4,144.46	
PEOPLE PLACES, INC	TFC LIC. RES CONG CARE	TAYLOR WEAKLEY	P10030445610	10/31/2011	1/11/2012	\$4,257.96	
PEOPLE PLACES, INC	TFC LIC. RES CONG CARE	ALLEN WEAKLEY	P11030445707	11/30/2011	1/11/2012	\$5,227.90	
PEOPLE PLACES, INC	TFC LIC. RES CONG CARE	TAYLOR WEAKLEY	P11030445606	11/30/2011	1/11/2012	\$5,368.90	
Phoenix House of the Mid-Atlantic	EDUC SVCS CONG CARE	JAKE WELSH	P11000710690	11/30/2011	1/11/2012	\$490.00	
Phoenix House of the Mid-Atlantic	RES. CONG. CARE	JAKE WELSH	P11000710402	11/30/2011	1/11/2012	\$5,040.00	
RACHEL LEWIS LCSW	COMM SVCS	DELITA JOHNSON	P12030410361	12/21/2011	1/11/2012	\$180.00	
RACHEL LEWIS LCSW	COMM SVCS	DORIEN COATS	P12030429860	12/31/2011	1/11/2012	\$360.00	
REGINA CHRISTMAS	COMM SVCS	DAKOTA CREWS	P12030425956	12/31/2011	1/11/2012	\$340.00	
REGINA CHRISTMAS	COMM SVCS	JOSHUA CREWS	P12030426055	12/31/2011	1/11/2012	\$340.00	
REGION TEN	COMM SVCS	EMILY MCDANIEL	P11030415582	11/30/2011	1/11/2012	\$425.00	
RIVER ROAD RENTALS LLC	COMM SVCS	TAVION BANKS	P01030430565	1/31/2012	1/11/2012	\$700.00	
TAMMY TOMANEK	POS MANDATED FFMP	TY'SHUWN LOVINGOOD	P12030442292	12/31/2011	1/11/2012	\$1,946.00	
<b>Total:</b>						<b>\$166,478.43</b>	
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<b>PARKS &amp; RECREATION</b>							
CENTRAL VA ELECTRIC COOP	CONTRACT SERVICES	MONTHLY SERVICE	054-0157-00	12/07/11	12/7/2011	12/29/2011	\$21.60
E.W. THOMAS	GENERAL MATERIALS AND SUPPLIES	SUPPLIES	3178		12/7/2011	12/29/2011	\$2.99
LAND PLANNING & DESIGN	CONTRACT SERVICES	PROFESSIONAL SERVICE	111101001		11/9/2011	12/29/2011	\$400.00
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672		10/31/2011	12/29/2011	\$358.96

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RANGELAND GLO-WRAP	GENERAL MATERIALS AND SUPPLIES	SUPPLIES	2210	12/1/2011	12/29/2011	\$80.73
SHENANDOAH VALLEY WATER	CONTRACT SERVICES	WATER	L3445700-11	12/1/2011	12/29/2011	\$18.00
SHENANDOAH VALLEY WATER	CONTRACT SERVICES	WATER	L3442800-11	12/1/2011	12/29/2011	\$67.05
STORE SUPPLY WAREHOUSE	GENERAL MATERIALS AND SUPPLIES	SUPPLIES	3100632-00	11/30/2011	12/29/2011	\$77.09
VERIZON BUSINES #90048588	TELECOMMUNICATIONS	MONTHLY SERVICE	05677121	12/25/2011	12/29/2011	\$12.31
CENTURYLINK 309373828	TELECOMMUNICATIONS	phone	309373828 01	12/16/2011	1/11/2012	\$464.50
DIANE GREENWOOD	PRINTING AND BINDING	MAPS	01102012	1/10/2012	1/11/2012	\$250.00
E.W. THOMAS	GENERAL MATERIALS AND SUPPLIES	SUPPLIES	3181	1/5/2012	1/11/2012	\$73.21
FRIENDSHIP SVC CTR INC	PROFESSIONAL SERVICES	CLASSES	17 DECEMBER 2011	12/17/2011	1/11/2012	\$540.00
HEALTH NUTZ	PROFESSIONAL SERVICES	WATER AEROBICS	010102012	1/10/2012	1/11/2012	\$154.00
HEATHER ANTONACCI	PROFESSIONAL SERVICES	HORSEBACK	29	1/10/2012	1/11/2012	\$63.00
PALMYRA AUTOMOTIVE INC	GENERAL MATERIALS AND SUPPLIES	INSPECTION	31784	12/15/2011	1/11/2012	\$16.00
POST MASTER	POSTAL SERVICES	ANNUAL FEE	3180	1/1/2012	1/11/2012	\$100.00
THE JOURNAL PRESS INC	PRINTING AND BINDING	PROGRAM GUIDE	167355	12/31/2011	1/11/2012	\$2,028.48
VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL	667198119	12/19/2011	1/11/2012	\$82.75
Total:						\$4,810.67
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PARKS & RECREATION OLD FD 120						
MO-JOHNS INC	RECREATIONAL SUPPLIES	PORTABLE TOILET	5089	11/28/2011	12/29/2011	\$80.00
VIRGINIA RECREATION &	RECREATIONAL SUPPLIES	KD TICKETS	20444	12/12/2011	12/29/2011	\$573.00
Total:						\$653.00
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LIBRARY						
CENTURYLINK 309647441	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$313.86

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DEMCO	OFFICE SUPPLIES	OFFICE SUPPLIES	4448098	12/15/2011	12/29/2011	\$110.49
SHENANDOAH VALLEY WATER	MAINTENANCE CONTRACTS	WATER	L5329010-11	12/1/2011	12/29/2011	\$29.30
STAPLES CREDIT PLAN	OFFICE SUPPLIES	SUPPLIES	2884535001	12/15/2011	12/29/2011	\$106.65
Total:						\$560.30
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LIBRARY STATE AID						
AMAZON.COM	BOOKS/PUBLICATIONS	BOOKS	DEC 10, 2011	12/10/2011	12/29/2011	\$6,537.97
CENTURYLINK 309647441	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$294.24
MICROMARKETING LLC	BOOKS/PUBLICATIONS	BOOKS	422528	12/5/2011	12/29/2011	\$54.98
MICROMARKETING LLC	BOOKS/PUBLICATIONS	BOOKS	424064	12/19/2011	12/29/2011	\$104.59
MICROMARKETING LLC	BOOKS/PUBLICATIONS	BOOKS	423619	12/13/2011	12/29/2011	\$342.38
Total:						\$7,334.16
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COUNTY PLANNER						
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$26.14
FAYES OFFICE SUPPLY	ADP SUPPLIES	SUPPLIES	0117962-001	12/20/2011	12/29/2011	\$149.65
FAYES OFFICE SUPPLY	ADP SUPPLIES	SUPPLIES	0115758-001	12/19/2011	12/29/2011	\$349.00
ONE TIME	DUES OR ASSOCIATION MEMBERSHIP	RE-CERTIFICATION	DEC 20, 2011	12/20/2011	12/29/2011	\$25.00
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$28.64
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$36.67
VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL	667198119	12/19/2011	1/11/2012	\$263.13
Total:						\$878.23
<hr/>						
PLAN DEVELOPMENT						
CITYSCAPE CONSULTANTS INC	PROFESSIONAL SERVICES	TELECOMMUNICATIONS TOWER	4180	11/7/2011	12/29/2011	\$1,000.00

**County of Fluvanna  
Accounts Payable List**

**From Date: 12/28/2011  
To Date: 1/24/2012**

CITYSCAPE CONSULTANTS INC	PROFESSIONAL SERVICES	TOWERS	4180 11/07/11	11/7/2011	12/29/2011	\$3,000.00
CITYSCAPE CONSULTANTS INC	PROFESSIONAL SERVICES	TELECOMMUNICATIONS TOWER	4134	3/8/2011	12/29/2011	\$4,000.00
CITYSCAPE CONSULTANTS INC	PROFESSIONAL SERVICES	TOWERS	4181	11/7/2011	12/29/2011	\$4,000.00
Total:						\$12,000.00
<hr/>						
ECONOMIC DEVELOPMENT						
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$5.23
Total:						\$5.23
<hr/>						
VA COOPERATIVE EXTENSION						
CENTURYLINK	TELECOMMUNICATIONS	MONTHLY SERVICE	DEC 16, 2011	12/16/2011	12/29/2011	\$26.14
HODGES BADGE COMPANY	MACHINERY AND EQUIPMENT	RIBBONS/BADGES	11031212	12/15/2011	12/29/2011	\$120.50
ONE TIME	MACHINERY AND EQUIPMENT	CUSTOM ORNAMENTS	12-5-11	12/5/2011	12/29/2011	\$462.00
QUILL	CONTRACT SERVICES	SUPPLIES	8743887	12/16/2011	12/29/2011	\$12.99
QUILL	CONTRACT SERVICES	OFFICE SUPPLIES	8465745	12/5/2011	12/29/2011	\$17.90
QUILL	CONTRACT SERVICES	SUPPLIES	8683306	12/14/2011	12/29/2011	\$63.44
QUILL	CONTRACT SERVICES	SUPPLIES	8446512	12/5/2011	12/29/2011	\$219.73
TREASURER OF VA TECH	CONTRACT SERVICES	FY 2012 1ST QUARTER SALARY	11980 12/16/11	12/16/2011	12/29/2011	\$11,277.73
Total:						\$12,200.43
<hr/>						
MISCELLANEOUS NON DEPARTMENTAL						
FLUVANNA SPCA	CONTRACT SERVICES	POUND SERVICES CONTRACT	12-08-11	12/8/2011	12/29/2011	\$6,600.00
FLUVANNA SPCA	CONTRACT SERVICES	CONTRACT	010312-1	1/3/2012	1/11/2012	\$6,600.00
Total:						\$13,200.00
<hr/>						

**County of Fluvanna  
Accounts Payable List**

**From Date: 12/28/2011  
To Date: 1/24/2012**

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100 GENERAL FUND	Fund Total:	\$486,054.67
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**County of Fluvanna  
Accounts Payable List**

**From Date: 12/28/2011  
To Date: 1/24/2012**

Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount
Fund # - 302 CAPITAL IMPROVEMENT						
IT CAPITAL PROJECT						
BUSINESS DATA OF VA INC	PROFESSIONAL SERVICES	CONSULTING	20100910	10/28/2011	1/11/2012	\$350.00
BUSINESS DATA OF VA INC	PROFESSIONAL SERVICES	CONSULTING	20100936	11/10/2011	1/11/2012	\$550.00
BUSINESS DATA OF VA INC	PROFESSIONAL SERVICES	CONSULTING	20100950	11/30/2011	1/11/2012	\$550.00
BUSINESS DATA OF VA INC	PROFESSIONAL SERVICES	CONSULTING	20100924	11/1/2011	1/11/2012	\$750.00
BUSINESS DATA OF VA INC	PROFESSIONAL SERVICES	CONSULTING	20100926	11/2/2011	1/11/2012	\$750.00
BUSINESS DATA OF VA INC	PROFESSIONAL SERVICES	CONSULTING	20100928	11/3/2011	1/11/2012	\$750.00
BUSINESS DATA OF VA INC	PROFESSIONAL SERVICES	CONSULTING	20100938	11/15/2011	1/11/2012	\$750.00
Total:						\$4,450.00
PUBLIC SAFETY CAPITAL PROJ						
CLEAR COMMUNICATIONS AND	VEHICLE	INSTALLED EQUIPMENT	89648 12/15	12/15/2011	12/29/2011	\$88.54
Total:						\$88.54
SCHOOL CONSTRUCTION PROJECT						
SYCOM	CONTRACT SERVICES	FLUVANNA CTY SCHOOLS WIRELESS PROJECT	AT6625	11/30/2011	12/29/2011	\$26,000.00
BCWH INC	ARCHITECT & ENGINEERING	PROFESSIONAL SERVICE	104502	11/28/2011	1/11/2012	\$9,566.05
BCWH INC	ARCHITECT & ENGINEERING	PROFESSIONAL SERVICE	104504	11/28/2011	1/11/2012	\$32,330.00
Total:						\$67,896.05
					Fund Total:	\$72,434.59

**County of Fluvanna  
Accounts Payable List**

**From Date: 12/28/2011  
To Date: 1/24/2012**

Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount
Fund # - 401 DEBT SERVICE						
DEBT SERVICE - COUNTY						
OSHKOSH CAPITAL	2003 FREIGHTLINER TANKER INT.	2003 TANKER	3833818	12/2/2011	12/29/2011	\$2,606.33
OSHKOSH CAPITAL	2003 FREIGHTLINER TANKER	2003 TANKER	3833818	12/2/2011	12/29/2011	\$25,580.24
U.S. BANK	ADMINISTRATIVE FEES	ADMIN FEE	3024195	12/23/2011	1/11/2012	\$500.00
U.S. BANK	ADMINISTRATIVE FEES	ADMIN FEE	3024145	12/23/2011	1/11/2012	\$3,000.00
Total:						\$31,686.57
401 DEBT SERVICE						Fund Total: \$31,686.57

County of Fluvanna  
Accounts Payable List

From Date: 12/28/2011  
To Date: 1/24/2012

Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount
Fund # - 502 SEWER						
UTILITY OPERATIONAL EXPENSES						
CINTAS	LAUNDRY AND DRY CLEANING	UNIFORMS	394318224	12/15/2011	12/29/2011	\$9.62
CINTAS	LAUNDRY AND DRY CLEANING	UNIFORMS	394320210	12/22/2011	12/29/2011	\$9.62
USABUEBOOK	GENERAL MATERIALS AND SUPPLIES	SUPPLIES	556292	12/15/2011	12/29/2011	\$133.77
USABUEBOOK	GENERAL MATERIALS AND SUPPLIES	SUPPLIES	555722	12/15/2011	12/29/2011	\$483.81
CENTURYLINK 309433290	TELECOMMUNICATIONS	PHONE	309433290 01	12/19/2011	1/11/2012	\$42.89
CENTURYLINK 310089744	TELECOMMUNICATIONS	PHONE	310089744 01	12/19/2011	1/11/2012	\$38.86
DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	ELECTRIC	DEC 222011	12/22/2011	1/11/2012	\$800.83
ENVIROCOMPLIANCE LAB	CONTRACT SERVICES	TESTUNG	R1792185	8/8/2011	1/11/2012	\$55.00
ENVIROCOMPLIANCE LAB	CONTRACT SERVICES	TESTING	R1892229	8/8/2011	1/11/2012	\$130.00
LOWE'S	GENERAL MATERIALS AND SUPPLIES	SUPPLIES	12252011	12/25/2011	1/11/2012	\$85.75
Total:						\$1,790.15
502 SEWER						Fund Total: \$1,790.15

County of Fluvanna  
Accounts Payable List

From Date: 12/28/2011  
To Date: 1/24/2012

Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount
Fund # - 505 FORK UNION SANITARY DISTRICT						
FUSD OPERATIONAL EXPENSES						
CINTAS	LAUNDRY AND DRY CLEANING	UNIFORMS	394318224	12/15/2011	12/29/2011	\$36.46
CINTAS	LAUNDRY AND DRY CLEANING	UNIFORMS	394320210	12/22/2011	12/29/2011	\$36.46
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$36.14
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$45.33
PAPCO, INC	VEHICLE FUEL	GAS BILL	1081672	10/31/2011	12/29/2011	\$107.08
CENTURYLINK 309719161	TELECOMMUNICATIONS	PHONE	3097819161 01	12/16/2011	1/11/2012	\$153.70
DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	ELECTRIC	DEC 27 2011	12/27/2011	1/11/2012	\$1,630.86
LOWE'S	GENERAL MATERIALS AND SUPPLIES	SUPPLIES	12252011	12/25/2011	1/11/2012	\$26.54
PAYNE & HODOUS	PROFESSIONAL SERVICES	PROFESSIONAL SERVICE	83846	12/31/2011	1/11/2012	\$258.50
VERIZON 721970783-00001	TELECOMMUNICATIONS	CELL	667198119	12/19/2011	1/11/2012	\$116.65
Total:						\$2,447.72
505 FORK UNION SANITARY DISTRICT						Fund Total: \$2,447.72



Learning that works for Virginia

**CTE™**

# **CTE Local Advisory Committees**

*The Key to Strong, Successful  
Business/Industry Partnerships*

Virginia Department of Education  
Office of Career and Technical Education Services  
P.O. Box 2120  
Richmond, Virginia 23218-2120

ODNE  
SUCCESS  
CAREER  
LEADERSHIP  
LEARNING  
SKILLED  
GLOBAL  
RELEVANCE  
INNOVATION  
RIGOR  
ECONOMIC  
RELEVANCE  
ENTREPRENEURSHIP  
LEADING CHANGE  
MAKING THE  
DIFFERENCE  
CAREER  
LEADERSHIP  
READINESS  
HIGH-DEMAND  
OPPORTUNITY  
INNOVATION  
STUDENT SUCCESS  
RELEVANCE  
HIGHER  
RATES  
LEARNING  
TECHNICAL KNOWLEDGE  
MAKING THE  
DIFFERENCE  
ECONOMIC  
STUDENT SUCCESS  
HIGH-DEMAND  
LEADERSHIP  
RIGOR  
VITALITY  
SKILLED  
ECONOMIC  
STUDENT SUCCESS  
HIGH-DEMAND  
LEADERSHIP  
RIGOR  
VITALITY  
SKILLED

# Virginia CTE and Business/Industry

## Creating and Ensuring a Stronger Work Force

### Why Do Partnerships Matter?

Working together, employers and educators can build a skilled work force in every community. Partnerships

- ◆ ensure that CTE programs teach the skills needed in today's workplace;
- ◆ give students real world experience crucial for successful future employment;
- ◆ encourage teachers to keep learning to ensure their students are competitive in a global economy;
- ◆ help employers engage positively and effectively with their schools and communities;
- ◆ offer employers an opportunity for community service with a track record of success.



### What Can Advisory Committees Do to Further Partnerships?

- Encourage employers to become involved in student education and career preparation and help schools define and incorporate programs and activities that meet employer needs.
- Help schools create partnership agreements that meet employer needs and concerns.
- Show employers how to take an active role in preparing their future work force.
- Introduce employers to the current CTE programs through visits to schools to meet



teachers, administrators, and students.

- Solicit recommendations for new programs, and engage employers to provide evaluation and to suggest improvements in existing programs.



- Reach out to community organizations, from the School Board to the Chamber of Commerce, to help the community understand the value of CTE.
- Support the CTE credentialing initiative. Help schools select valuable credentials, and encourage employers to ask for them when interviewing young workers.
- Help educators and business/industry partners bridge the cultural gap between education and business.



### What Roles Do Business Partners Have at the Local and State Levels?

#### Local

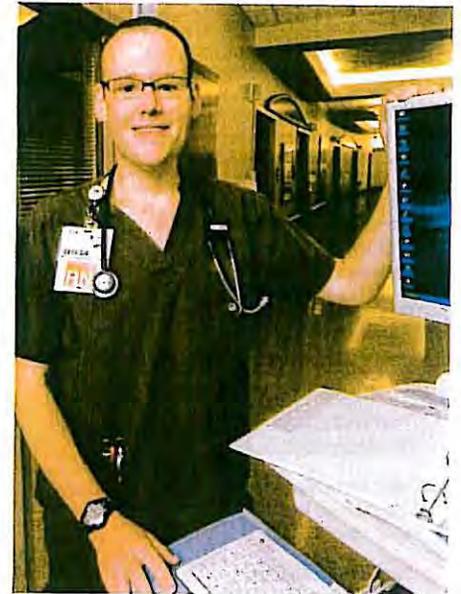
- Ensure that programs and curricula are relevant to today's workplace.
- Participate in classroom, extracurricular, and student leadership activities.
- Serve as guest speakers.
- Serve as mentors to students and advisors to administrators.

# Partnerships: for the Commonwealth



- Sponsor events, field trips, and assemblies.
- Provide work-based learning experiences through job shadowing, mentoring, and internships.
- Get involved in students' college search and application processes; offer advice about meaningful programs and how to be successful in college.
- Support job search training by participating in mock interviews and career days.
- Support teacher professional development and enrichment through externships and mentorships.
- Serve on state industry review panels

for CTE curriculum development and revision.



## State

- Keep current about CTE courses, programs, and the statistics illustrating their success throughout the Commonwealth.
- Serve as spokespersons for CTE and its initiatives.
- Solicit statewide partners in large industries and businesses, civic organizations, non-profits, professional organizations, local and state government.
- Encourage and support the work of local advisory committees.
- Serve on State CTE Advisory Committee.



## Partnership Resources

Career Academy Support Network, 2010. *Partnership Guide for Career Academies*. Issued by CASN.

Anthony Carnevale et al, 2011. *STEM*. Report issued by Georgetown University Center on Education and the Workforce.

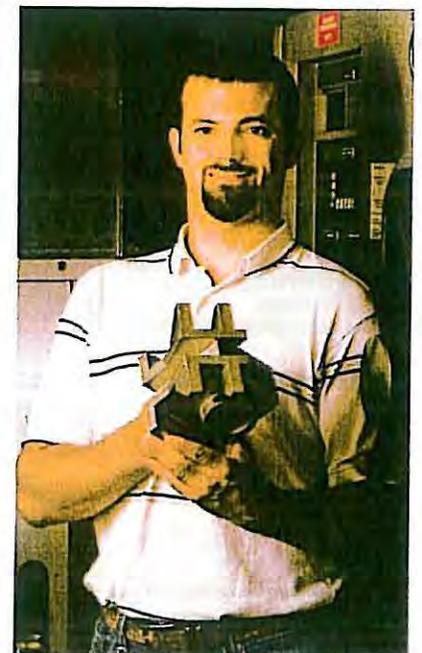
Frederick M. Hess and Whitney Downs, June 2011. *Partnership Is a Two-Way Street: What It Takes for Business to Help Drive School Reform*. Report issued by The Institute for a Competitive Workforce.

Frederick M. Hess, Andrew P. Kelly, and Olivia Meeks, April 2011. *The Case for Being Bold: A New Agenda for Business in Improving STEM Education*. Report issued by The Institute for a Competitive Workforce.

Jean Johnson and Jon Rochkind, 2011. *With Their Whole Lives Ahead of Them*. Report issued by Public Agenda for the Bill and Melinda Gates Foundation.

National Academy Foundation, 2011. *Guide to Work-Based Learning: A Continuum of Activities and Experience*. Issued by National Academy Foundation.

William C. Symonds, Robert B. Schwartz, and Ronald Ferguson, February 2011. *Pathways to Prosperity: Meeting the Challenge of Preparing Young Americans for the 21st Century*. Report issued by the Pathways to Prosperity Project, Harvard Graduate School of Education.



Dr. Robert Mayfield, CHAIR  
Tenaska Virginia Generating Station  
rmayfield@tenaska.com

Mr. Jerry W. Stewart, VICE-CHAIR  
City of Virginia Beach Economic  
Development Division  
JWStewar@vbgov.com

Ms. Sandy Hespe, SECRETARY  
York County Public Schools  
shespe@ycsd.york.va.us

Ms. Karen DeRoche Black  
Chesapeake Public Schools  
Blackkde@cps.k12.va.us

Ms. Anne Carson  
Virginia PTA  
president@vapta.org

Mrs. Jane S. Foy  
WINA Morning News Program  
jane@wina.com, janefoy@comcast.net

Mr. Ronnie G. Gill  
Colonial Farm Credit  
rgill@colonialfarmcredit.com

Dr. Alan R. Hawthorne  
Joint Industrial Development  
Authority of Wythe County  
DirectorJIDA@wytheville.org

Mr. Byron K. Hinton  
Stafford County CTE Advisory Committee  
hinton4ever@verizon.net

Dr. Virginia R. Jones  
Ferrum College  
VJones@FERRUM.EDU

Mrs. Lynn May  
Registered Nurse  
rmay@lnna.net

Mr. Allan L. Melton  
Huntington Ingalls Industries-  
Newport News Shipbuilding  
allan.melton@hii-nns.com

Mr. Frederick Norman  
Owner, Commonwealth of Virginia  
Consulting, LLC  
Chesterfield, VA  
Fred.Norman@CVConline.net

Mr. Chad S. Ratliff  
Albemarle County Public Schools  
cratliff@k12albemarle.org

Ms. Jane G. Watkins  
Virginia Credit Union  
jane.watkins@vacu.org

Mr. Daniel R. Woodley  
Restaurant Association of Washington, DC  
DANIWO@DWOSKIN.COM

Dr. Brenda Long  
VACTE Liaison  
brendalong73@gmail.com

Research provided by  
Demographics & Workforce  
The Weldon Cooper Center for Public  
Service  
University of Virginia

Developed and produced by  
The CTE Resource Center  
Henrico County Public Schools



## Virginia Advisory Committee for Career and Technical Education

Dear Members of Local CTE Advisory Committees:

*CTE (Career and Technical Education) is helping the Commonwealth address key challenges—from work force development to student achievement, from economic vitality to global competitiveness. With more than 14 million students nationwide, including more than 675,000 students in Virginia, CTE programs in high schools and postsecondary institutions are leading change, transforming expectations, and making a difference by*

- ◆ *developing a skilled, sustainable work force that is well prepared for the high-demand, high-skill, and high-paying jobs of today and tomorrow.*
- ◆ *improving the educational experience for millions of students in high school and college by providing an engaging, relevant education that reduces drop-out rates, and improves student achievement.*
- ◆ *helping students to discover the wide range of career options available to them and chart the most effective and efficient educational pathways through high school and postsecondary education for optimum value and success.*
- ◆ *working directly with business and industry to ensure that CTE programs are developing people with the skills, credentials, and technical knowledge necessary to keep America on the leading edge of innovation and global competitiveness.*

*CTE is education that works for Virginia: employers, community leaders, economic development professionals, schools and colleges, policymakers, students, parents, and local economies. For all of us, CTE is having a profound and positive impact on Virginia. The photos in this brochure feature Virginia students who have benefitted from CTE programs and, as a result, have moved into successful careers in their areas of interest.*

*Businesses are teaming up with secondary schools to create rigorous CTE programs that respond to the needs of local, regional, and state labor markets. With the guidance and partnership of business and industry professionals, these programs ensure that students understand the realities of the work force and are prepared with college and career-ready skills needed to succeed in a global economy.*

*Join us in engaging business and industry in partnerships with CTE programs throughout the Commonwealth!*

Dr. Robert Mayfield, Chair  
The Virginia Advisory Committee  
for Career and Technical Education

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York County Public Schools  
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Ms. Karen DeRoche Black  
Chesapeake Public Schools  
Blackkde@cps.k12.va.us

Ms. Anne Carson  
Virginia PTA  
president@vapta.org

Mrs. Jane S. Foy  
WINA Morning News Program  
jane@wina.com, janefoy@comcast.net

Mr. Ronnie G. Gill  
Colonial Farm Credit  
rgill@colonialfarmcredit.com

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rmay@inna.net

Mr. Allan L. Melton  
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Newport News Shipbuilding  
allan.melton@hii-nns.com

Mr. Frederick Norman  
Owner, Commonwealth of Virginia  
Consulting, LLC  
Chesterfield, VA  
Fred.Norman@CVOnline.net

Mr. Chad S. Ratliff  
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Dr. Brenda Long  
VACTE Liaison  
brendalong73@gmail.com



## Virginia Advisory Committee for Career and Technical Education

January, 2012

*Dear Local CTE Administrator:*

*Please find enclosed copies of the state advisory committee's new brochure for use with your CTE advisory committee and local business representatives.*

*We hope you will share this information with your current partners and also use it to encourage new partnerships between your school division's CTE programs and leaders from all facets of your community and region.*

*Join us in engaging business and industry in partnerships with CTE programs throughout the Commonwealth!*

A handwritten signature in cursive script that reads "Robert Mayfield".

*Dr. Robert Mayfield, Chair  
The Virginia Advisory Committee  
for Career and Technical Education*



# Agriculture, Food & Natural Resources

## Austin Larrowe

Founder/CEO, Feed by Seed

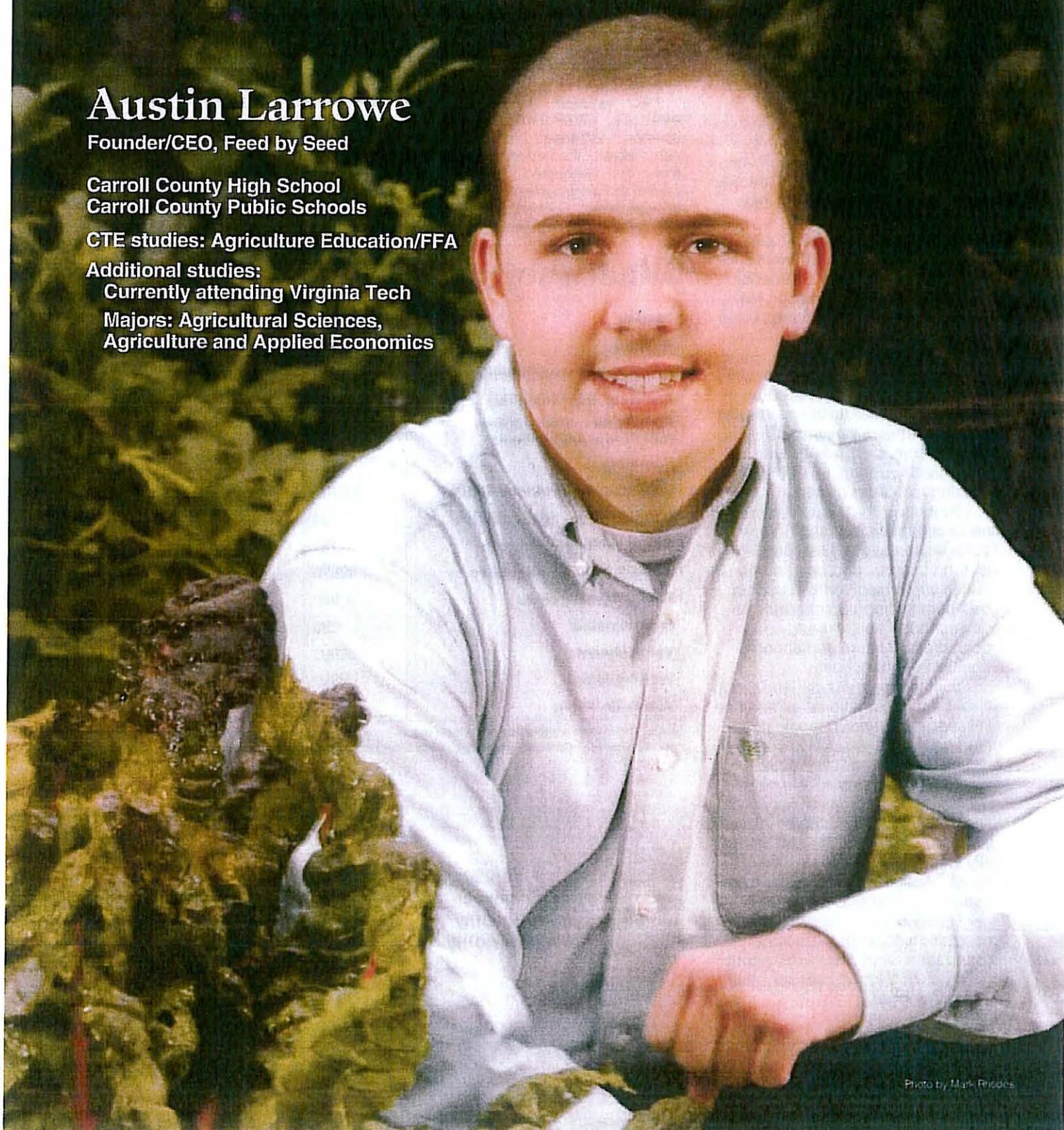
Carroll County High School  
Carroll County Public Schools

CTE studies: Agriculture Education/FFA

Additional studies:

Currently attending Virginia Tech

Majors: Agricultural Sciences,  
Agriculture and Applied Economics



## Launching his own nonprofit

As an eighth grader, Austin Larowe signed up for an agriculture class because he heard students were allowed to use power tools. When he realized there was also a classroom component, a disappointed Austin almost dropped out. "My teacher said, 'If you don't want to give it a chance, then just leave.'"

Offended by this response, Austin decided to take his teacher's challenge and continue with the course. Now the Virginia Tech student is CEO of Feed by Seed, an international agricultural development advocacy group.

In high school, Austin took five additional agriculture courses and was a Future Farmers of America member and chapter officer. He's continuing with more classes in his field at Virginia Tech, and this past January he founded Feed by Seed, which aims to help people become more agriculturally and economically sustainable. Austin is currently waiting for the organization's 501(c)3 status to be approved. Once that happens, he will begin working to secure grants.

Right now the group is focusing on its collegiate chapter at Virginia Tech. Austin says this semester is a test run of sorts, and once he generates some buzz for the program, he'll begin setting up chapters at other schools. He's already been contacted by interested schools from all over the country.

Just this past August, the group finished an international experience in Nicaragua, where people spanning from college-aged to senior citizens helped start two youth agricultural programs. "We helped develop an 18-acre farm for educational resources, and the produce will go to those who are agriculturally insecure. That will give them a boost," Austin says. He plans to go back at the end of December.

"I really enjoy ... seeing how energetic people get about the organization and what we're doing," Austin said. "Now it's actually making a difference."

*This cluster is ideal for people who enjoy working outdoors. Agriculture today offers many careers besides traditional farming. Some farmers offer "pick-your-own" apple or peach orchards. In addition, the increased emphasis on producing clean energy is creating new opportunities for farmers to grow plants and grains that can be used in biofuels. If you enjoy working with animals, you may want to consider exploring jobs as a veterinarian or on a ranch.*

## Job outlook...

Agriculture is Virginia's largest industry, and retirements will keep job prospects good, even if overall employment for some farming careers is expected to decline.

For students interested in environmental science, increased concern about the environment is expected to cause the employment of environmental scientists to increase much faster

than the average occupation—by about 28 percent by 2018. Job prospects for environmental scientists will be good overall, especially for those seeking employment in state and local government. Environmental engineering technicians will find the best opportunities after earning an associate's degree or other postsecondary training in engineering technology.

Other jobs under this category aren't faring quite as well. Overall employment in the food processing industry is expected to increase more slowly than other occupations. Organic farming has seen many gains in recent years and is now the fastest growing segment in agriculture. The need for foresters is expected to grow 9 percent by 2018, about as fast as average.

## What they make...

Occupation	Employed in VA	Typical salary	Education level**
<b>Butchers</b>	2,960	\$18K - \$45K	HS
<b>Environmental engineering techs</b>	280	\$28K - \$72K	HS/CC
<b>Environmental scientists</b>	3,520	\$38K - \$108K	4C/MD
<b>Farmworkers and laborers (both crops and animals)</b>	2,230	\$17K - \$34K	HS/CC
<b>Foresters</b>	250	\$36K - \$76K	4C
<b>Landscapers, groundskeepers</b>	23,100	\$17K - \$37K	HS
<b>Logging equipment operators</b>	1,190	\$22K - \$47K	HS
<b>Natural science managers</b>	1,150	\$67K - \$166K*	4C/MD/DP
<b>Nonfarm animal caretakers</b>	4,870	\$16K - \$32K	HS/CC
<b>Pest control workers</b>	1,940	\$20K - \$48K	HS/CC
<b>Tree trimmers</b>	630	\$20K - \$48K	HS
<b>Vet assistants</b>	3,860	\$16K - \$34K	HS
<b>Veterinarians</b>	1,950	\$50K - \$145K	DP
<b>Veterinary techs</b>	1,240	\$21K - \$44K	HS/CC

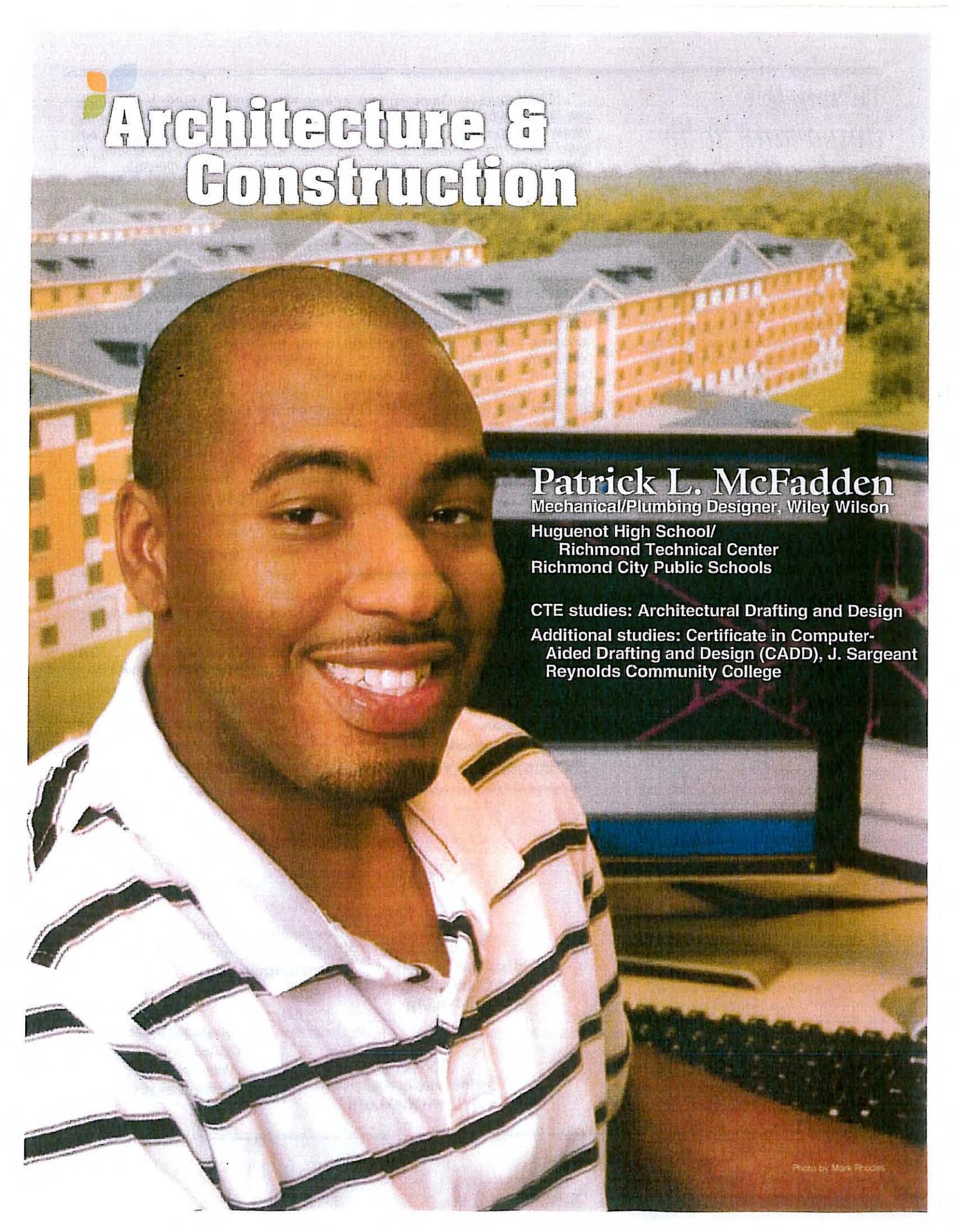
\* 90<sup>th</sup> percentile income is greater than \$166,400 per year.

\*\* HS: High school CC: Community college 4C: Four-year college MD: Master's degree DP: Doctoral or Professional degree

American Society of Agronomy  
[www.agronomy.org](http://www.agronomy.org)

American Veterinary Medical Association  
[www.avma.org](http://www.avma.org)

American Society of Farm Managers and Rural Appraisers  
[www.asfmra.org](http://www.asfmra.org)



# Architecture & Construction

## Patrick L. McFadden

Mechanical/Plumbing Designer, Wiley Wilson

Huguenot High School/  
Richmond Technical Center  
Richmond City Public Schools

CTE studies: Architectural Drafting and Design

Additional studies: Certificate in Computer-  
Aided Drafting and Design (CADD), J. Sargeant  
Reynolds Community College

## When it's important to be good with details

Patrick McFadden first discovered the opportunities offered at the Richmond Technical Center years before high school when he accompanied his mother to a PTA meeting held there. After entering high school, he took technology and computer-aided drafting and design (CADD) courses at the center. "They just happened to fit my personality exactly, because I'm very detailed," Patrick says.

Patrick has been a mechanical/plumbing designer at Wiley Wilson in Richmond for more than four years. He drafts and designs heating and air conditioning, sanitary waste, and domestic water systems, ensuring they are code-compliant and energy-efficient. He often attends meetings with sales representatives at manufacturing facilities. "This job allows me to use my skills and abilities of being very determined and having an approach to thinking that allows for effective problem solving. [This] draws out my passion for being a very creative person who is willing to seek out new solutions to problems and challenges."

Patrick learned a lot from his CADD courses in high school. Some of the most important lessons were not concrete facts. "I think some of the most valuable things we learned were taking responsibility for your work, following directions precisely, and that there is more than one way to solve a problem. My professor told me that I will only know as much as he knows, and it's up to me to go out and learn more."

Patrick is also helping other people find their own dreams and accomplish their goals. He has started his own company as a career and personal coach, a business he hopes to continue to expand. He started his company while continuing to work at Wiley Wilson. "I've always had people ask me questions, and because I specialize in creative solutions by thinking outside the box, I realized that I can help people fulfill their passions and their dreams and their goals."

Think about your home, school, or local retail center. Careers in this cluster are responsible for the details of designing, constructing, and equipping these buildings. This cluster ranges from the architects designing the look and flow of the building, to the carpenters and stone masons building its walls, to the electricians and installers of heating and air conditioning.

## Job outlook...

Rising energy costs and concern about sustaining a healthy environment have led to increased popularity of building "green," in turn boosting demand for architects with knowledge of sustainable design. However, more students are graduat-

ing with architectural degrees, so applicants will face competition for entry-level jobs. That said, about 21 percent of architects are self-employed, almost three times the proportion for all occupations.

Almost 80 percent of electricians are self-

employed or work in the construction industry, but other opportunities for employment are expected to arise. This will create good prospects for electricians, especially for those with wide ranges of skills, such as voice, data, and video wiring.

## What they make...

Occupation	Employed in VA	Typical salary	Education level**
<b>Architects</b>	2,510	\$43K - \$119K	4C/MD
<b>Architectural and civil drafters</b>	1,790	\$30K - \$72K	CC/AC
<b>Brick masons and block masons</b>	2,490	\$29K - \$79K	HS
<b>Carpenters</b>	18,390	\$25K - \$72K	HS
<b>Cement masons and concrete finishers</b>	3,780	\$23K - \$63K	HS
<b>Civil engineering technicians</b>	2,430	\$29K - \$70K	HS/CC
<b>Civil engineers</b>	9,460	\$51K - \$119K	4C/MD
<b>Construction equipment operators</b>	9,490	\$26K - \$71K	HS
<b>Construction laborers</b>	21,980	\$19K - \$58K	HS
<b>Construction managers</b>	5,970	\$50K - \$150K	HS/CC/4C
<b>Electricians</b>	17,940	\$29K - \$81K	HS/CC
<b>Heating, AC, and refrigeration techs</b>	8,280	\$26K - \$67K	HS/CC
<b>Interior designers</b>	1,240	\$26K - \$85K	4C
<b>Painters, construction and maintenance</b>	6,190	\$22K - \$58K	HS
<b>Plumbers, pipe fitters, and steamfitters</b>	13,170	\$28K - \$80K	HS/CC

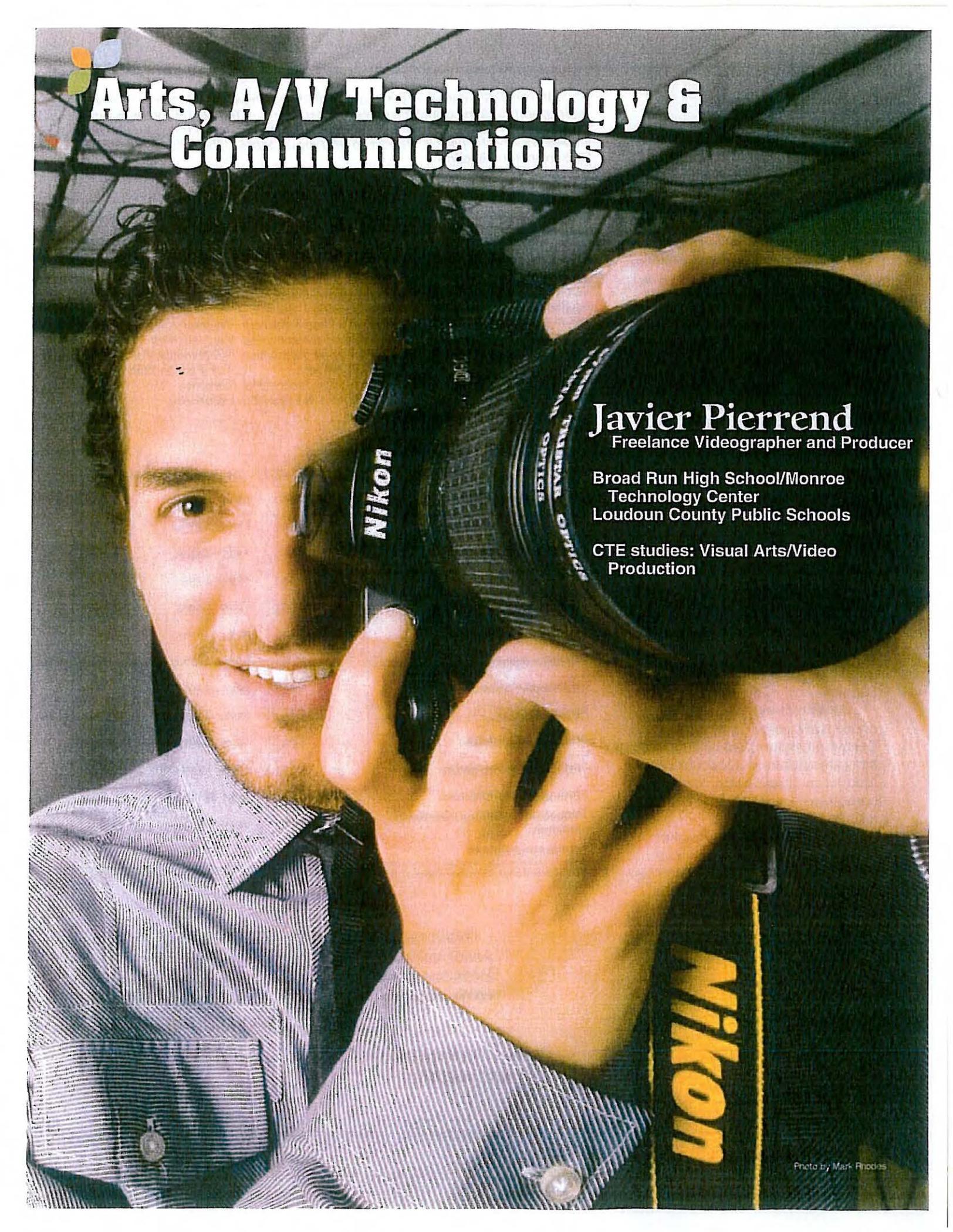
\*\* HS: High School CC: Community college 4C: Four-year college MD: Master's degree DP: Doctoral or Professional degree

Associated Builders  
and Contractors  
[www.abcva.org](http://www.abcva.org)

Associated General  
Contractors of Virginia  
[www.agcva.org](http://www.agcva.org)

The American  
Institute of Architects  
[www.aia.org](http://www.aia.org)

National Electrical  
Contractors  
Association  
[www.necanet.org](http://www.necanet.org)

A man with dark, curly hair and a light beard is smiling and holding a Nikon camera with a lens cap on. He is wearing a light blue and white striped button-down shirt. The background is a dark, industrial-looking space with some structural elements.

# Arts, A/V Technology & Communications

**Javier Pierrend**  
Freelance Videographer and Producer

Broad Run High School/Monroe  
Technology Center  
Loudoun County Public Schools

CTE studies: Visual Arts/Video  
Production

**Nikon**

## Viewing the world through a lens

Javier Pierrend discovered his interest in video production through a Peruvian soap opera, when his uncle, a director, took him onto the set one day when Javier was young. "That's when I decided to be in this industry," Javier says.

Now Javier is a freelance videographer and photographer, producing and editing videos for clients such as Loudoun County Public Schools and the AFL/CIO labor union. He has even worked on the production set of ABC's "Extreme Home Edition: Makeover."

One of his commercials for Loudoun County Public Schools recently won a Bronze Telly Award. The Telly Awards honor local and cable programs and videos created for the Web.

"I just love meeting new people every day and getting to know different stories," says Javier. "It's really an adventure that never stops. Sometimes I can't believe I'm getting paid to do this."

Javier took video production courses at Monroe Technology Center in Ashburn, which introduced him to the business aspect of video production. It also helped Javier start networking—a skill he says is vital in his business.

"Everything is word-of-mouth," says Javier. "One company talks to the other, and I do go out a lot to network. I never stop networking."

His advice to current students interested in videography and photography? "To start as early as you can and start meeting people, reaching out to local companies," says Javier. "It's really, really competitive and the earlier you start, the better. Grab a camera and start looking at the world through the lens."

If you want a career where your creativity can thrive, then the Arts, Audio/Video Technology & Communications career cluster is for you. These jobs appeal to actors or musicians who love the spotlight of the stage, to technicians who prefer to be behind the scenes, and to people who love to write, paint, or build. These careers are popular, so competition is tough.

## Job outlook...

Most artistic employment opportunities face fierce competition, and graphic design is no exception. Graphic designers with Web design and animation experience will have the best chances. For positions developing communication strategies, candidates with a broad liberal arts education and experience in marketing and business

management will be the most desirable.

Though employment is expected to grow at a normal rate, photographers also face keen competition for job openings. There are usually many more individuals interested in commercial and news photography than there are openings.

The most successful photographers will likely be

adept at operating a business and be among the most creative.

Rapidly changing technologies will make the field more attainable for photographers who can adapt quickly. A unique skill or talent, such as a background in computers or knowledge of a second language, will improve an individual's prospects.

## What they make...

Occupation	Employed in VA	Typical salary	Education level**
<b>Bindery workers</b>	1,880	\$19K - \$46K	HS
<b>Broadcast technicians</b>	1,090	\$18K - \$72K	CC/4C
<b>Camera operators</b>	230	\$20K - \$81K	CC/4C
<b>Desktop publishers</b>	590	\$22K - \$59K	HS/CC/4C
<b>Editors</b>	2,990	\$29K - \$97K	4C/MD
<b>Fashion designers</b>	40	\$32K - \$131K	4C
<b>Graphic designers</b>	5,560	\$26K - \$77K	4C
<b>Multimedia artists, animators</b>	440	\$34K - \$100K	4C
<b>Photographers</b>	1,260	\$17K - \$63K	CC/4C
<b>Prepress technicians</b>	1,630	\$22K - \$57K	HS/CC
<b>Printing press operators</b>	5,900	\$20K - \$53K	HS/CC
<b>Producers and directors</b>	1,980	\$32K - \$112K	4C
<b>Telecommunications installers/repairers</b>	4,160	\$31K - \$73K	HS/CC
<b>Writers and authors</b>	1,410	\$28K - \$109K	4C/MD

\*\* HS: High school CC: Community college 4C: Four-year college MD: Master's degree DP: Doctoral or Professional degree

National  
Association of  
Broadcasters  
[www.nab.org](http://www.nab.org)

The  
Newspaper  
Guild  
[www.newsguild.org](http://www.newsguild.org)

Screen Actors Guild  
[www.sag.com](http://www.sag.com)

# Business Management & Administration

## Aaron Brown

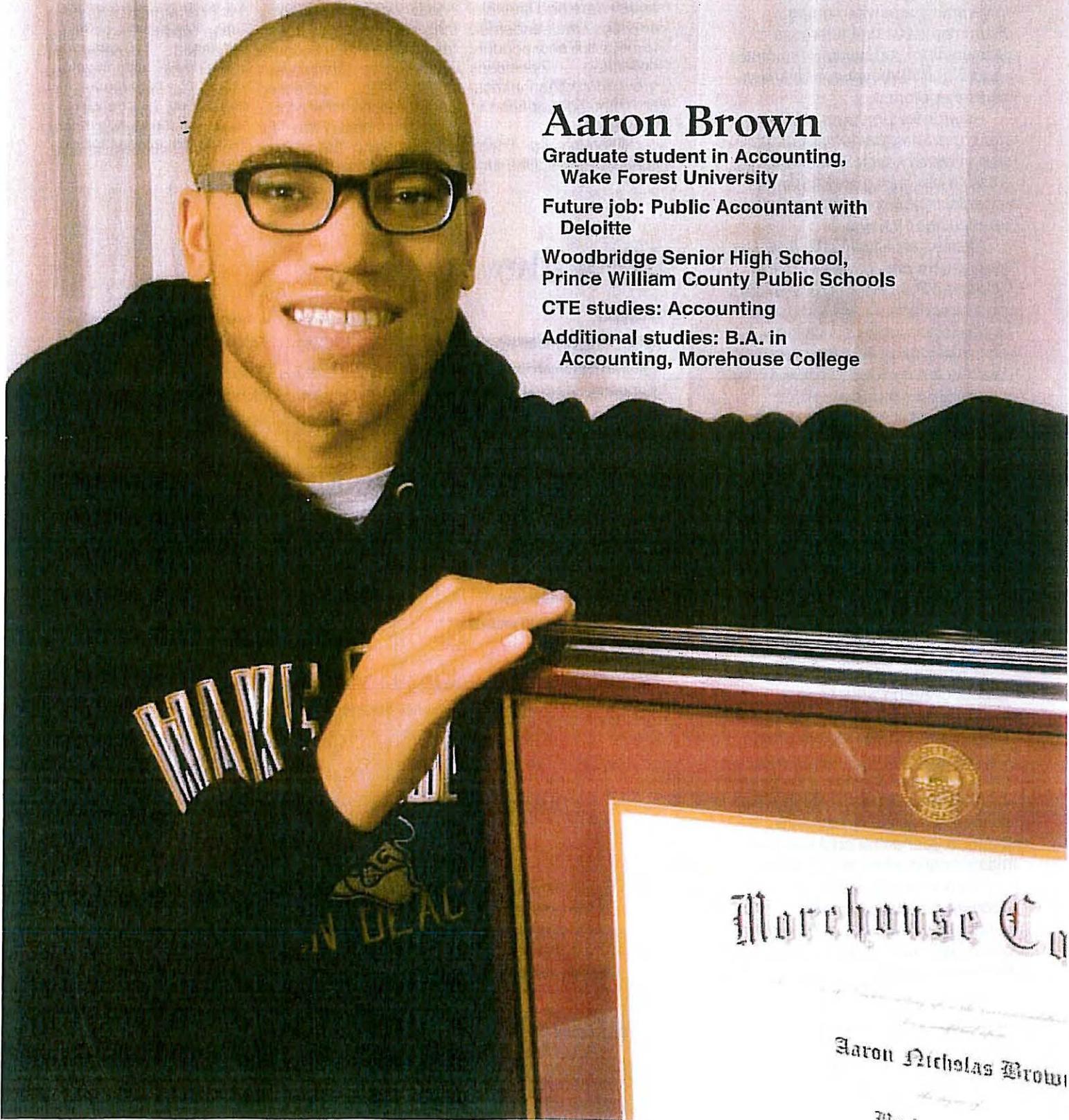
Graduate student in Accounting,  
Wake Forest University

Future job: Public Accountant with  
Deloitte

Woodbridge Senior High School,  
Prince William County Public Schools

CTE studies: Accounting

Additional studies: B.A. in  
Accounting, Morehouse College



# Accounting lessons in Africa

Aaron Brown's interest in accounting has taken him around the world. Aaron, who is currently completing his Master's of Accounting at Wake Forest University, spent two months in summer 2011 as a teacher's assistant for Accounting Principles 1 and 2 at Al Akhawayn University in Ifrane, Morocco.

Aaron had the opportunity to teach, grade, and tutor students at the university, which was made up of both Moroccan and American students. "I had a true hands-on experience," he says.

After Aaron finishes his master's degree, he plans to take the CPA (Certified Public Accountant) exam and already has a job lined up as a public accountant in Deloitte's San Francisco office. Aaron hopes that the job may lead to some future opportunities abroad.

Aaron first was introduced to the accounting field at Woodbridge Senior High School in Prince William County. "I had a really good teacher, and it sparked my interest," he says. "When I got to college and excelled in my accounting classes, I stuck with it."

The high school courses provided a good foundation and overview of accounting, which Aaron says he still uses today.

Internships were a key aspect of Aaron's success. His internships included *Black Enterprise* magazine in New York City, BAE Systems in Manassas, and Deloitte's San Francisco office, which helped him land his job. The office even agreed to defer his job for a year so he could earn his master's and sit for the CPA exam.

"I can honestly say that becoming a business major during my undergraduate career has been one of the best decisions of my life," Aaron says.

Occupations in this cluster are essential to any industry. Hospitals, professional offices, law firms, and corporate headquarters require bookkeepers, administrative assistants, and benefit specialists to keep their operations running smoothly. This cluster also includes specialized personnel, such as medical and legal secretaries.

## Job outlook...

New jobs in key industries such as health care and financial services are expected to help bill and account collecting positions grow more than almost any other occupation in the country.

Although a high school degree is the min-

imum requirement for most positions, a postsecondary degree is increasingly important. It's important to stand out, because prospective employees might face increased competition for these jobs.

This holds true for bookkeeping and accounting clerks as well.

Those who can perform a wider range of tasks will be in greater demand than specialized clerks. Certified bookkeepers and those with several years of experience to prove they can handle a range of tasks will have the most success landing a job.

## What they make...

Occupation	Employed in VA	Typical salary	Education level**
Administrative assistants	24,480	\$29K - \$67K	HS/CC
Administrative services managers	4,350	\$41K - \$135K	CC/4C
Bill and account collectors	10,470	\$21K - \$47K	HS/CC/4C
Bookkeeping and accounting clerks	45,380	\$21K - \$51K	HS/CC
Compensation, benefits specialists	2,900	\$35K - \$89K	CC/4C
Customer service representatives	50,670	\$19K - \$49K	HS/CC
Data entry keyers	5,950	\$19K - \$40K	HS/CC
Claims adjusters	5,640	\$36K - \$88K	CC/4C
Legal secretaries	3,570	\$26K - \$64K	HS/CC
Medical secretaries	5,870	\$21K - \$45K	HS/CC
Medical transcriptionists	1,460	\$22K - \$46K	HS/CC
Operations research analysts	4,260	\$40K - \$122K	4C/MD
Property managers	2,150	\$26K - \$111K	HS/CC/4C
Sales managers	6,050	\$49K - \$166K*	4C

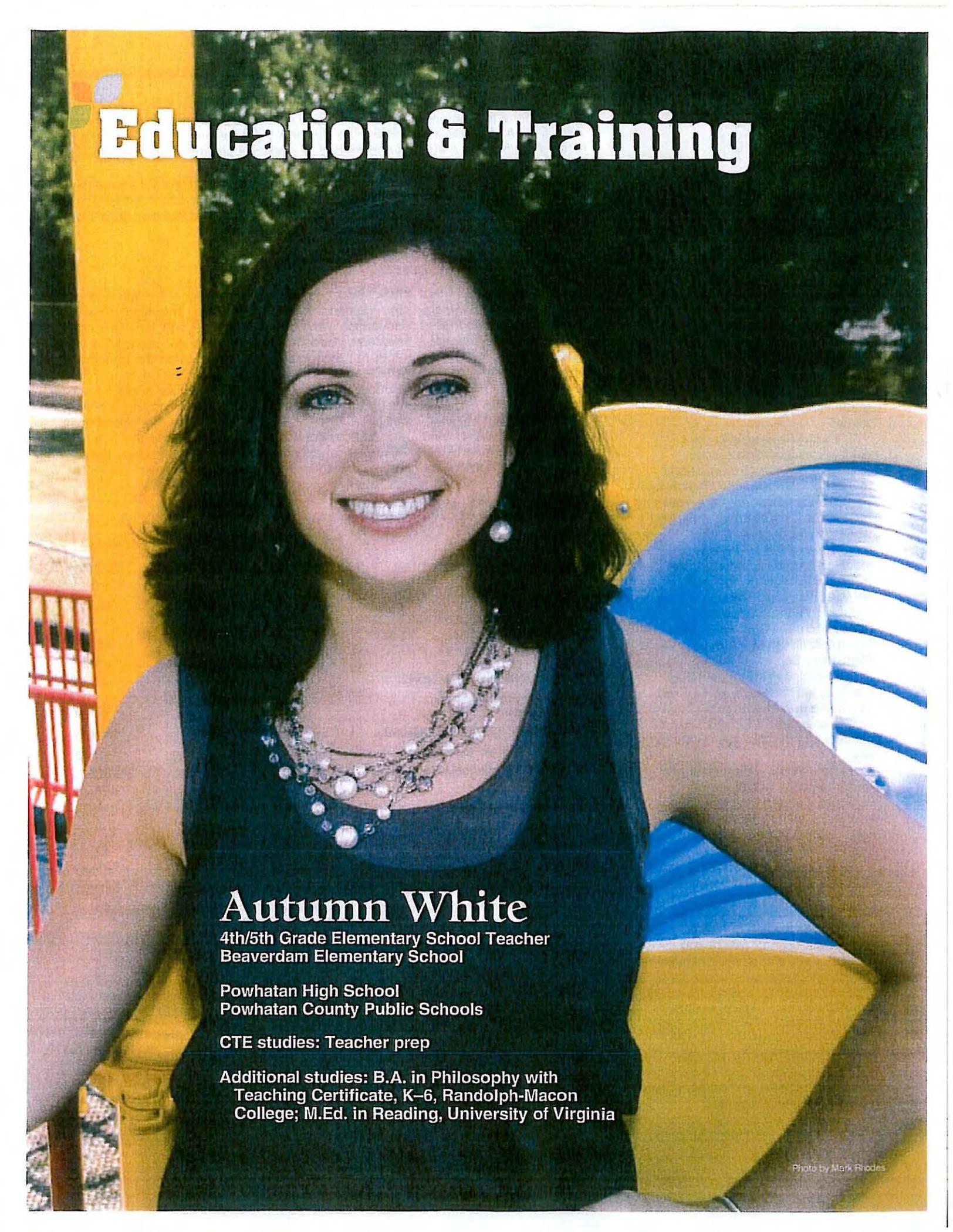
\* 90th percentile is greater than \$166,400

\*\* HS: High school CC: Community college 4C: Four-year college MD: Master's degree DP: Doctoral or Professional degree

American  
Institute of  
Certified Public  
Accountants  
[www.aicpa.org](http://www.aicpa.org)

NMA:  
The Leadership  
Development  
Organization  
[www.nma1.org](http://www.nma1.org)

National Association of  
Legal Secretaries  
[www.nals.org](http://www.nals.org)



# Education & Training

## Autumn White

4th/5th Grade Elementary School Teacher  
Beaverdam Elementary School

Powhatan High School  
Powhatan County Public Schools

CTE studies: Teacher prep

Additional studies: B.A. in Philosophy with  
Teaching Certificate, K-6, Randolph-Macon  
College; M.Ed. in Reading, University of Virginia

# Preparing students for the future

Ever since she can remember, Autumn White has wanted to be a teacher. As a child, she "taught" her stuffed animals lessons. As soon as she was old enough, she began babysitting and taking middle and high school preparatory classes for her own career in education.

Autumn's high school education courses put her directly in the classroom, preparing her own lesson plans, observing everyone from teachers to librarians and school nurses.

"I felt like I was able to get a solid foundation in high school, which helped me out tremendously in college," Autumn says. "I'd already had a little touch of everything, and after all the classes I took in college, I was very well prepared. It also helped me figure out that I truly enjoyed teaching and that was my passion."

After finishing her bachelor's degree at Randolph-Macon College in Ashland, Autumn launched her teaching career. She now teaches fourth and fifth grade at Beaverdam Elementary School in Hanover County.

"The things I love most about teaching are that each day is a new day with a new challenge and that I'm able to shape the future and make a difference in the kids' lives," Autumn says.

In her first job, Autumn taught kindergarten and first grade at Pearsons Corner Elementary School in Hanover, where she earned the New Teacher of the Year award. It was there that she discovered her passion for teaching children to read, so she recently completed her master's degree in reading so that she can become a reading specialist.

She was also part of a pilot program for science teaching. In summer 2011, Autumn participated in a month-long program called the Virginia Initiative for Science Teaching and Achievement. Teachers were taught problem-solving learning and taught underprivileged kids for two weeks. Throughout the year, she will implement the program into her curriculum, and her test scores will be evaluated to see if they rise.

If you want a meaningful career where you can make a direct impact on future generations, teaching could be for you. If you are inspired by teaching early-learning skills, such as reading and writing, an elementary school teacher may be the right career path for you. If you are interested in a specific subject area, teaching high school could be a good career.

Teachers and administrative positions require long hours during the school year, and many teachers do a lot of grading and lesson planning outside of school. These jobs also require employees to respond quickly to any situations that may arise. However, few jobs are as rewarding as a career in teaching.

## Job outlook...

Improvements that have allowed learning disabilities to be diagnosed at earlier ages have led to the growth of special education services in recent years. Legislation that emphasizes training and employment for people with disabilities and reforms that require higher standards for graduation

have also contributed to the demand for special education services. As teachers become more adept at recognizing disabilities in foreign-born students, those numbers are expected to grow as well.

Employment of K-12 teachers is expected to grow about as fast as

average for all occupations. This field relies on state and local expenditures for education, as well as on the enactment of legislation to increase the quality of public education. Funding for education at the federal level encourages the hiring of qualified teachers in lower income areas.

## What they make...

Occupation	Employed in VA	Typical salary	Education level**
Adult and GED teachers	1,460	\$27K - \$83K	4C/MD
Archivists	90	\$25K - \$81K	4C/MD
Child care workers	13,170	\$16K - \$29K	HS/CC
Coaches and scouts	5,160	\$16K - \$63K	4C
CTE teachers	3,120	\$36K - \$80K	4C/MD
Curators	260	\$28K - \$86K	4C/MD
Education administrators, K-12	6,700	\$58K - \$129K	4C/MD
Education administrators, postsecondary	3,250	\$47K - \$165K	4C/MD
Education administrators, preschool	1,510	\$26K - \$81K	4C/MD
Elementary school teachers	38,700	\$34K - \$80K	4C/MD
Fitness trainers, aerobics instructors	6,990	\$17K - \$63K	HS/CC/4C
Librarians	4,750	\$33K - \$84K	4C/MD
Middle school teachers	17,980	\$34K - \$81K	4C/MD
Preschool teachers	10,760	\$17K - \$47K	CC/4C
Secondary school teachers	25,920	\$35K - \$83K	4C/MD
Special education teachers	6,860	\$35K - \$81K	4C/MD
Teacher assistants	30,220	\$16K - \$36K	HS/CC

\*\* HS: High school CC: Community college 4C: Four-year college MD: Master's degree DP: Doctoral or Professional degree

Virginia Education Association  
www.veanea.org

American Federation of Teachers  
www.aft.org

Virginia Department of Education  
www.doe.virginia.gov



# Finance

## Andrea Polychroni

Director of Capital Expenditures  
Sunrise Senior Living

Tallwood High School  
Virginia Beach City Public Schools

CTE studies: Interior Design

Additional studies: B.F.A. in Interior  
Design, Virginia Commonwealth  
University; NCIDQ (National Council for  
Interior Design Qualifications)

## Designing multimillion-dollar budgets

High school career dreams often develop in unusual ways. Andrea Polychroni studied interior design in high school and college, landing a job as an interior designer for Sunrise Senior Living after graduation.

She first started in the design department, designing the interiors of Sunrise's senior communities. Later she moved into the renovations role, where she eventually moved to design work for renovated properties and ran that department for a couple of years.

Andrea soon was ready for new challenges. She was promoted to director of capital expenditures for the company about two years ago.

In this role, she is responsible for crafting and overseeing multimillion-dollar budgets for updates to the interiors of Sunrise's retirement communities.

"I certainly didn't think I'd be building budgets when I graduated," says Andrea. "It's definitely a good change. It's allowed me to stay with Sunrise and continue to be challenged in new ways. This helped round out my experiences from just being an art and interior design person to someone who understands all the work that goes into a building."

About 40 percent of Andrea's job requires traveling to communities the company owns and manages. She examines everything inside the building, including carpets, walls, furniture, and artwork. She then creates a timeframe and budget for the replacements.

Andrea has been interested in interior design since she was young. As soon as she was old enough, she was rearranging furniture in her bedroom. Her high school courses gave her a solid foundation for interior design, including the use of color, materials, and spatial planning in interior design.

The financial industry offers many dynamic careers, but people who thrive in it are good with numbers. These jobs will require acute attention to detail and may demand long hours.

## Job outlook...

An emphasis on accountability, transparency, and controls in financial reporting will result in an increased need for accountants and auditors, causing faster than average job growth in the industry.

More auditing will boost the need for management accountants and internal auditors in order

to discover and eliminate fraud before audits. Forensic accountants will also be needed to detect illegal financial activities. While job opportunities will be favorable, accountants and auditors who earn professional degrees will have the best prospects.

Economic expansion and population increases will generate demand

for loans, and thus, jobs for loan interviewers, clerks, and officers. The increased automation provided by the Internet will partially slow such job growth. However, more automation has reduced the cost and complexity associated with refinancing loans and could therefore increase the number of new loans.

## What they make...

Occupation	Employed in VA	Typical salary	Education level**
<b>Accountants and auditors</b>	33,990	\$39K - \$107K	4C
<b>Budget analysts</b>	2,810	\$44K - \$101K	4C/MD
<b>Credit analysts</b>	1,830	\$36K - \$112K	CC/4C
<b>Credit authorizers and clerks</b>	1,230	\$21K - \$51K	HS/CC
<b>Economists</b>	450	\$48K - \$155K	4C/MD/DP
<b>Financial analysts</b>	7,760	\$44K - \$141K	4C/MD
<b>Financial managers</b>	12,620	\$56K - \$166K*	4C
<b>Financial services sales agents</b>	5,250	\$31K - \$166K*	4C
<b>Insurance appraisers (auto)</b>	180	\$39K - \$79K	CC/4C
<b>Insurance sales agents</b>	8,170	\$26K - \$115K	CC/4C
<b>Insurance underwriters</b>	1,950	\$37K - \$102K	CC/4C
<b>Loan interviewers and clerks</b>	5,320	\$23K - \$50K	HS/CC
<b>Loan officers</b>	8,080	\$31K - \$112K	CC/4C
<b>Personal financial advisers</b>	2,700	\$33K - \$166K	4C/MD
<b>Real estate appraisers</b>	1,760	\$26K - \$91K	CC/4C
<b>Tax preparers</b>	1,260	\$18K - \$64K	CC/4C
<b>Tellers</b>	13,790	\$18K - \$33K	HS/CC
<b>Title examiners</b>	1,310	\$25K - \$69K	CC/4C

\* 90th percentile earns more than \$166,400

\*\* HS: High school CC: Community college 4C: Four-year college MD: Master's degree DP: Doctoral or Professional degree

Securities and  
Exchange  
Commission  
[www.sec.gov](http://www.sec.gov)

American  
Bankers  
Association  
[www.aba.com](http://www.aba.com)

Financial Planning  
Association  
[www.fpanet.org](http://www.fpanet.org)



# Government & Public Administration

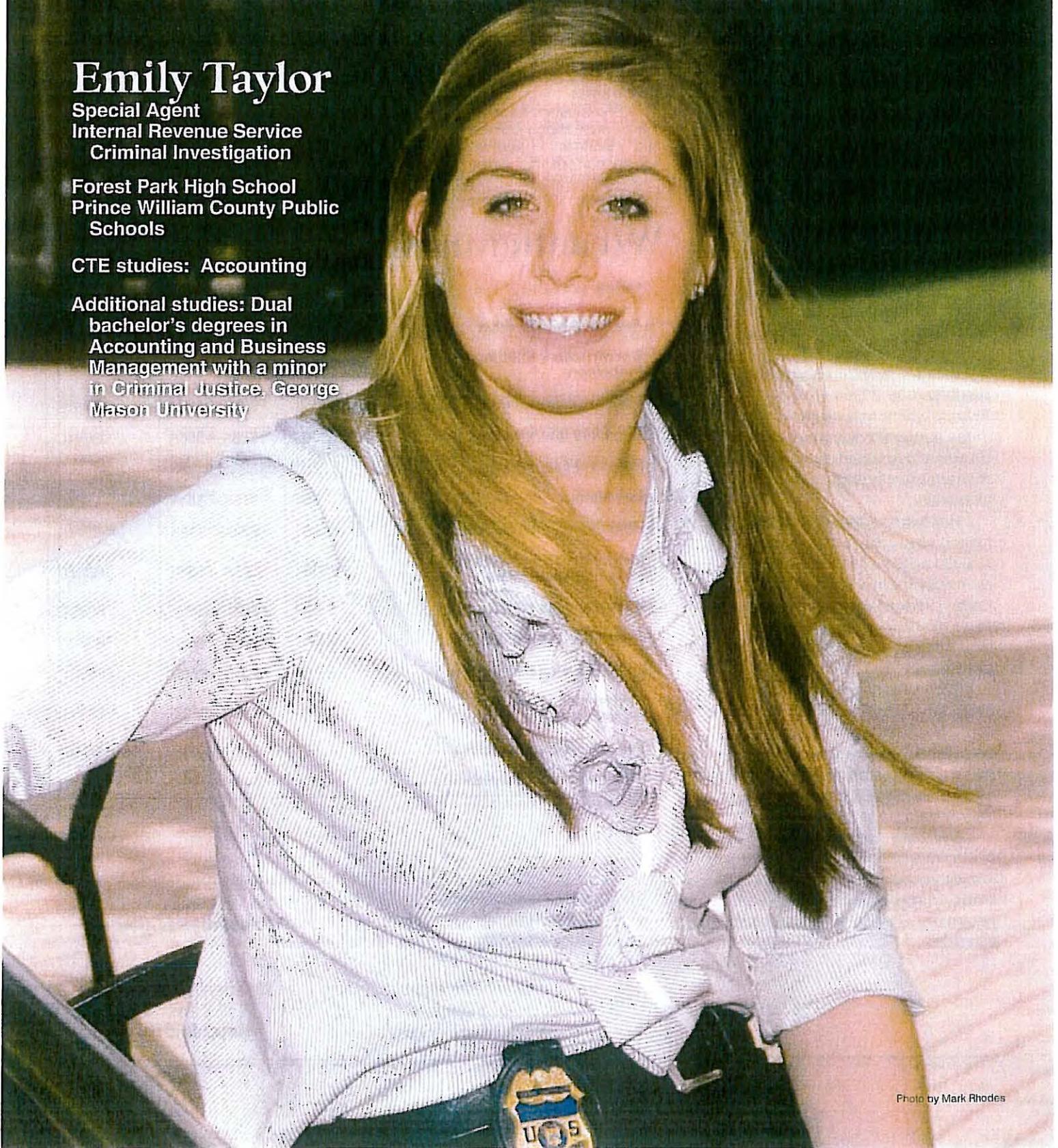
## Emily Taylor

Special Agent  
Internal Revenue Service  
Criminal Investigation

Forest Park High School  
Prince William County Public  
Schools

CTE studies: Accounting

Additional studies: Dual  
bachelor's degrees in  
Accounting and Business  
Management with a minor  
in Criminal Justice, George  
Mason University



## Investigating tax evasion and money laundering

For Emily Taylor, numbers are anything but boring. Emily, a special agent with the Internal Revenue Service Criminal Investigation division, investigates cases dealing with tax evasion, money laundering, and other financial-related crimes for the U.S. Department of Treasury.

"It's not a cookie-cutter job," says Emily. "It's different every single day. It's not like the typical daily grind."

Emily's father, also a special agent, recommended that she try out accounting to see if she was interested in the field. She took accounting, advanced accounting, marketing, and finance in high school, which solidified her interest in the subject. Emily earned degrees in accounting and business management at George Mason University.

For extra credit in a criminal justice class, Emily shadowed a special agent with the IRS who recognized Emily's interest in the career. The agent recommended that Emily apply for an internship, which turned into a full-time job after graduation.

"You live in an agent's shadow," Emily says of the internship. "I got a really good hands-on feel for what I was getting into between interview memos and watching how they work and seeing the different resources they were able to use."

Emily says working for the government provides her a stable job with good pay and benefits. She plans on staying in this career until retirement. "There are a lot of perks," she adds.

If you have a sense of civic duty, a career in government may be for you. Local, state, and federal governments offer a variety of opportunities, ranging from local police officers to social workers to the administrators at federal agencies in Washington, D.C.

## Job outlook...

An aging population will cause rapid job growth for social workers who specialize in older clients. Job prospects are favorable for social workers of every type, particularly in rural areas.

As substance abusers are increasingly placed in treatment programs instead of prison, the need for social workers who specialize in substance

abuse will increase. Those clients who do face legal repercussions are more often required by correctional systems to undergo substance abuse treatment, adding to the need for these social workers.

Changes in government policy toward tax enforcement will contribute to the rising demand for tax examiners, collectors, and revenue

agents. New technology and information sharing among tax agencies will make it easier for agencies to pinpoint potential offenders, which could increase the number of cases for audit and collection. However, the work of tax examiners is particularly suited to automation, which adversely affects the demand for these workers.

## What they make...

Occupation	Employed in VA	Typical salary	Education level**
Animal control workers	500	\$19K - \$52K	HS/CC
Construction, building inspectors	3,020	\$32K - \$81K	HS/CC/4C
Court, municipal, license clerks	1,740	\$22K - \$52K	HS/CC
Eligibility interviewers	3,560	\$28K - \$56K	CC/4C
Financial examiners	760	\$43K - \$135K	4C
Legislators	750	\$15K - \$84K	4C
Health care social workers	2,190	\$29K - \$72K	4C/MD
Mental health and substance abuse social workers	3,080	\$25K - \$63K	4C/MD
Postal service clerks	1,890	\$48K - \$55K	HS/CC
Postal service mail carriers	8,180	\$38K - \$56K	HS/CC
Postal service mail sorters	3,580	\$26K - \$53K	HS/CC
Postmasters, mail superintendents	710	\$36K - \$83K	CC/4C
Tax examiners, collectors	1,730	\$29K - \$92K	HS/CC/4C
Urban and regional planners	1,360	\$40K - \$96K	4C/MD

\*\* HS: High school CC: Community college 4C: Four-year college MD: Master's degree DP: Doctoral or Professional degree

The Council of State Governments  
[www.csg.org](http://www.csg.org)

Commonwealth of Virginia  
[www.virginia.gov](http://www.virginia.gov)

Federal Government Job Site  
[www.usajobs.gov](http://www.usajobs.gov)

National League of Cities  
[www.nlc.org](http://www.nlc.org)



# Health Science

## Shaunna Siler

Oncology Nurse Manager  
Northern Virginia Hospital

Woodbridge High School; Prince William  
County School of Practical Nursing  
Prince William County Public Schools

CTE studies: Practical Nursing

Additional studies: Associate's degree in  
Nursing, Northern Virginia Community  
College; Master's of Science in Nursing,  
George Mason University

## Caring for others

Shaunna Siler has known since kindergarten that she wanted to become a nurse or a doctor. She says she was likely inspired by her mom, who is also a nurse.

Now Shaunna is nursing manager of the oncology unit at a hospital in Northern Virginia. "I'm to the point that I'm more of a mentor now than I'm a manager," Shaunna says of the new job she started several months ago.

Determined to jump into her career plans, Shaunna took summer courses during high school so that she was able to participate in the LPN (Licensed Practical Nurse) program at the Prince William County School of Practical Nursing. "This opportunity allowed me to learn and understand the basics of nursing," says Shaunna. "I found my passion for people, and I knew that nursing was the career path that I wanted to continue to pursue."

Shaunna later earned her associate's degree at Northern Virginia Community College and became a RN (Registered Nurse). She recently completed a Master of Science in Nursing Administration at George Mason University, which allowed her to earn her new role as a nursing manager.

Shaunna eventually plans on earning a Doctorate of Nursing, which she wants to use to teach nursing, perhaps at a college or university.

Until then, she continues to love her job caring for people each day. "I love caring for patients," says Shaunna. "I make a difference to people, and I enjoy learning. I learn something new every day. I enjoy educating new nurses and new employees."

For students interested in a career in nursing, Shaunna says that students should be sure they are really passionate about the career.

"You have to be truly passionate about people and about nursing and if you ever find that you don't feel that passion, it's not for you because it's not the money that drives you, it's truly your passion," says Shaunna. "Nursing can be tough, but it's really special."

*A career in health science will appeal to people who have a strong desire to help and heal others. These jobs are not for people who are squeamish or who faint at the site of blood. They may require irregular hours, but demand for health science jobs will continue to grow along with the population.*

## Job outlook...

Healthcare is among the fastest growing areas for occupations. The increasing proportion of middle-aged and elderly people will continue to drive demand for pharmacists in the near future. Many employers report difficulty attracting and retaining enough pharmacists, and the need for pharmacists will only rise as scientific advances

lead to new drugs and increase the number of consumers.

A dramatic growth in the employment of registered nurses is expected, with one of the largest numbers of new jobs predicted for any occupation. Plus, hundreds of thousands of jobs will open up as employers replace experienced nurses who leave the

occupation.

Another huge boom is expected in the employment of personal and home care aides, which is expected to grow 46 percent by 2018 (between 7 and 13 percent is average). This is a result of the aging population and the extreme expense of inpatient care in hospitals and nursing homes.

## What they make...

Occupation	Employed in VA	Typical salary	Education level**
Dental assistants	7,710	\$23K - \$47K	HS/CC
Emergency medical techs, paramedics	4,420	\$19K - \$51K	CC
Home health aides	16,410	\$16K - \$29K	HS/CC
Licensed practical nurses	20,530	\$29K - \$56K	HS/CC
Medical assistants	10,020	\$21K - \$40K	HS/CC
Medical laboratory technicians	3,900	\$24K - \$56K	CC
Medical laboratory technologists	4,370	\$38K - \$77K	4C
Medical, health services managers	5,840	\$51K - \$145K	4C
Nursing aides	34,220	\$18K - \$34K	HS/CC
Opticians, dispensing	2,050	\$21K - \$50K	HS/CC
Pharmacists	7,770	\$82K - \$139K	4C/DP
Pharmacy technicians	7,830	\$19K - \$41K	HS/CC
Physical therapists	4,160	\$53K - \$108K	4C/MD
Physicians and surgeons	7,520	\$53K - \$166K*	DP
Radiologic technicians	5,290	\$36K - \$77K	CC
Registered nurses	62,020	\$44K - \$95K	CC/4C
Surgical technologists	2,150	\$28K - \$57K	HS/CC

\*.90th percentile is above \$166,400

\*\* HS: High school CC: Community college 4C: Four-year college MD: Master's degree DP: Doctoral or Professional degree

Virginia  
Health Care  
Association  
[www.vhca.org](http://www.vhca.org)

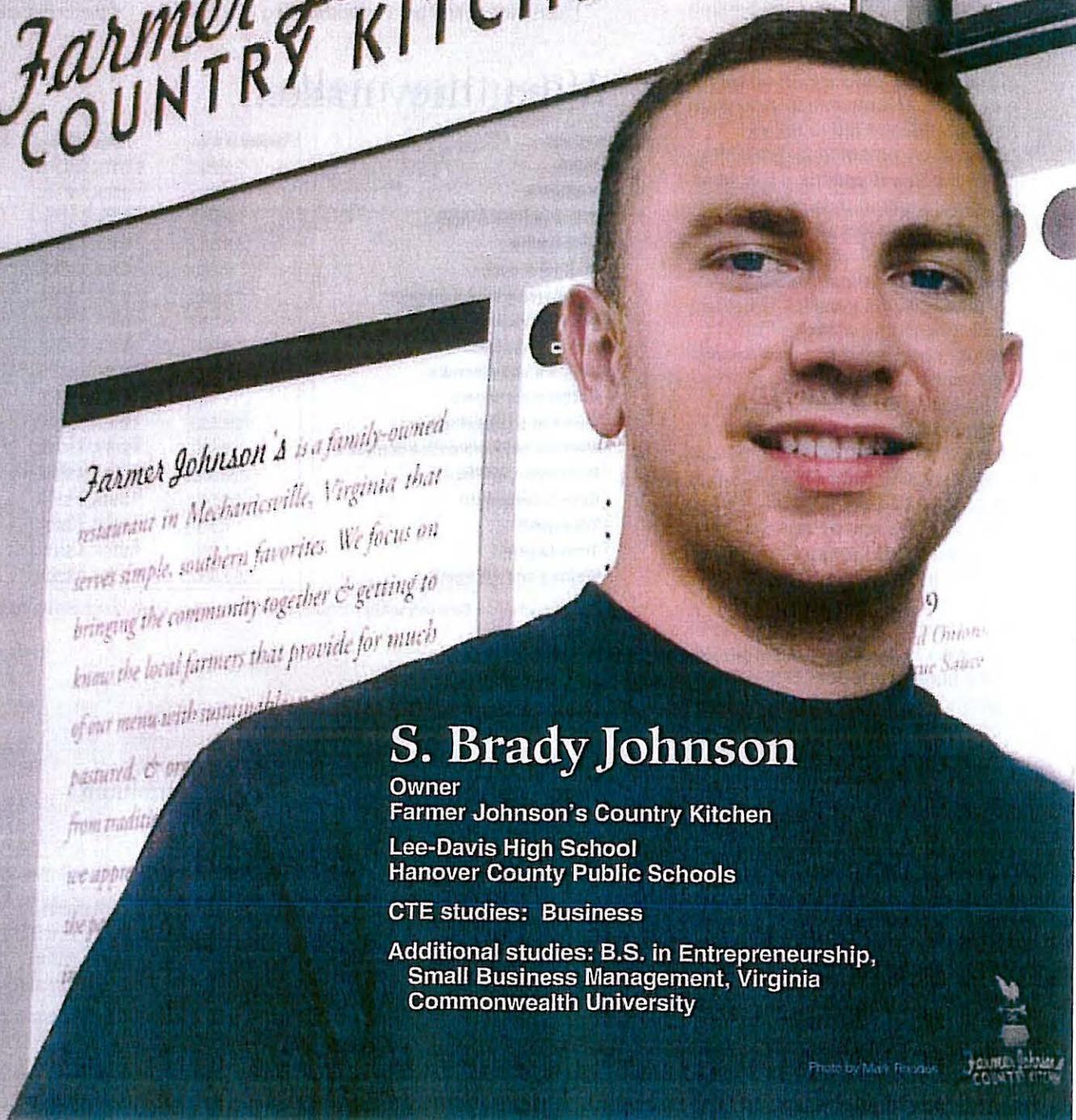
American Medical  
Association  
[www.ama-assn.org](http://www.ama-assn.org)

American Dental  
Association  
[www.ada.org](http://www.ada.org)

# Hospitality & Tourism



*Farmer Johnson's is a family-owned restaurant in Mechanicsville, Virginia that serves simple, southern favorites. We focus on bringing the community together & getting to know the local farmers that provide for much of our menu with sustainably raised, pastured, & organic products. We appreciate the support of our customers and the community.*



## S. Brady Johnson

Owner  
Farmer Johnson's Country Kitchen

Lee-Davis High School  
Hanover County Public Schools

CTE studies: Business

Additional studies: B.S. in Entrepreneurship,  
Small Business Management, Virginia  
Commonwealth University

Photo by Mark Frezzuto



## Growing customer relationships through good food

Brady Johnson has known he wanted to work in restaurants since he can remember. After eight years of industry experience, he and his wife opened a restaurant in their Mechanicsville community that specializes in locally-grown, often organic foods.

Brady credits his participation in his high school's DECA chapter, a career and technical organization for students and teachers in business and marketing, for giving him the boost to pursue a business entrepreneurship degree in college. "I learned how to start a business from beginning to end," he says of his undergraduate experience at Virginia Commonwealth University. "Well, at least on paper. The experience is what makes the real difference."

Whether he wants to point to his education or experience, Brady is certainly doing something right at Farmer Johnson's Country Kitchen—business is good. "We've already had some people talk to us about franchising. Right now we're taking it step by step, taking it a little at a time."

Brady says his favorite part of his work is also the most important: "the personal aspect." Besides getting to work alongside his wife and other family and friends all day, Brady loves getting to know new customers. He says this enjoyment is vital. "If you don't have the personality to get the customers to get to know you, it's going to kill your business. If you don't get along with your customers, they aren't coming back."

Careers in the Hospitality and Tourism cluster include a variety of fun career options. Travel agents help people plan their ideal vacation, and chefs and bakers can prepare their own culinary masterpieces. Many of these jobs do not require a college degree but can demand work on nights and weekends.

## Job outlook...

With such a high turnover rate, job opportunities should be excellent for food and beverage serving and related workers. Plus, massive job growth is expected as the industry works to meet the needs of an expanding population.

Businesses and organiza-

tions are becoming more international, which increases the need for face-to-face meetings and conventions and subsequently the demand for meeting and convention planners. Because technology has allowed many companies to offer teleworking to employ-

ees, meetings and conventions have become increasingly important for companies whose employees don't see each other on a daily basis. In general, high growth within an industry tends to correlate to corresponding growth in meetings and conferences.

## What they make...

Occupation	Employed in VA	Typical salary	Education level**
<b>Bakers</b>	2,260	\$17K - \$37K	HS
<b>Bartenders</b>	6,260	\$15K - \$31K	HS/CC
<b>Chefs and head cooks</b>	2,390	\$23K - \$71K	HS
<b>Dishwashers</b>	13,020	\$15K - \$23K	HS
<b>Fast food cooks</b>	7,280	\$15K - \$23K	HS
<b>Food preparations manager</b>	23,930	\$19K - \$48K	HS
<b>Food service managers</b>	3,510	\$30K - \$79K	HS/CC/4C
<b>Hotel desk clerks</b>	6,910	\$16K - \$29K	HS/CC
<b>Janitors and cleaners</b>	58,530	\$16K - \$37K	HS
<b>Lodging managers</b>	700	\$29K - \$88K	HS/CC/4C
<b>Malds and housekeepers</b>	26,580	\$15K - \$29K	HS
<b>Meeting and convention planners</b>	2,580	\$27K - \$77K	4C
<b>Recreation workers</b>	9,980	\$16K - \$38K	HS/CC
<b>Cooks, restaurant</b>	25,540	\$16K - \$32K	HS
<b>Tour guides</b>	1,380	\$16K - \$40K	HS/CC/4C
<b>Travel agents</b>	1,770	\$19K - \$51K	HS/CC/4C
<b>Waiters and waitresses</b>	59,890	\$15K - \$30K	HS/CC

\*\* HS: High school CC: Community college 4C: Four-year college MD: Master's degree DP: Doctoral or Professional degree

National  
Restaurant  
Association  
[www.restaurant.org](http://www.restaurant.org)

American  
Association of  
Travel Agents  
[www.astanet.com](http://www.astanet.com)

Virginia  
Hospitality and Travel  
Association  
[www.vhta.org](http://www.vhta.org)



Send questions, suggestions, or comments to Sandra Johnson, CTE News Editor, at [CTE@doe.virginia.gov](mailto:CTE@doe.virginia.gov).

## RECOGNITION

### **Louisa High School Turf Program Recognized**

The national Sports Turf Managers Association (STMA) has named the Louisa Football Field as the **Field of the Year for Schools and Parks**. The field named the **Jungle** is maintained by Mr. Mike Hopkins, Agricultural Education teacher and the turf management class at Louisa High School. The class is responsible for the seeding, fertilization, pest control, irrigation, mowing, and the complete management of the turf. Also, the class is responsible for marking the field for play.

A panel of six judges independently scored each entry and presented awards based on the playability and appearance of the playing surfaces, innovative solutions employed, effective use of budget, and the development and implementation of a comprehensive, sound agronomic program. The judges come from all segments of STMA membership and represent some of the finest facilities in all of America including the National Football League, Major League Baseball and the National Collegiate Athletic Association.

Mr. Hopkins will be presented his award during the Annual STMA Awards Banquet on January 13, 2012, at the Hyatt Long Beach in Long Beach, California. In addition to their award, each Field of the Year winner receives complimentary registration to the 2012 STMA Conference and Exhibition and signature clothing. The winning fields will also be featured in a 2012 article in *SportsTurf Magazine*.

### **Augusta County Teacher Wins Farm Bureau Discussion Meet**

Christy Huffman Kerr, agriculture teacher at Wilson Memorial High School in Augusta County, took top honors November 29, 2011 in Virginia Farm Bureau Federation's annual Young Farmers Discussion Meet in Norfolk. Christy was awarded a John Deere Gator utility vehicle, courtesy of Southern Farm Bureau Life Insurance Company; \$500, courtesy of Virginia Farm Bureau Federation; and \$250, courtesy of the Virginia Farm Bureau Service Corporation.

The Discussion Meet is a committee-style discussion of a predetermined agricultural topic. Participants are judged on their ability to build consensus and work toward solutions. This year's final-round topic was what role, if any, agriculture should play in addressing health and obesity issues.

Christy will represent Virginia Farm Bureau Federation in January in the American Farm Bureau Young Farmers and Ranchers Discussion Meet in Honolulu. She will also receive a trip to the 2012 winter conference for Farm Bureau Young Farmers from Virginia and Maryland in Leesburg.

First runner-up was Chris Van Vlack of Loudoun County. Other finalists were Jeremy Burner of Orange County and Katelyn Koontz of Augusta County.

### **Dangers of Texting While Driving Advertising Campaign**

Eight marketing students of T.C. Williams High School in Alexandria City Public Schools, entered the competition sponsored by The Avery Law Firm that required high school students to create an advertising campaign that included a logo and a slogan to promote as well as educate teenagers about the dangers of texting while driving. Out of 100 entries, all eight T.C. Williams High School marketing students were selected as finalists in the competition. Meghan Okonsky, won first place, winning \$2,500 for herself and \$1,000 for the school.

## GRANT OPPORTUNITIES

### Virginia Career Education Foundation (VCEF) Scholarships for Students in CTE

The VCEF offers \$1,000 scholarships annually to Career Technical Student Organizations members each year. The application deadline is January 20, 2012. Criteria and the application are available at <http://www.knowhowvirginia.org/?p=1519>.

### Call for Examples of Best Practices of Virginia's 16 Career Clusters

The Virginia Department of Education (VDOE) is seeking nominations of "best practices" to promote Virginia's 16 Career Clusters. High schools and the current Board-approved Governor's STEM Academies are requested to submit an application to showcase demonstrated "best practices" in one of the career clusters. Approximately 26 applicants will be selected to create promotional videos.

The VDOE will award each selected applicant a \$2,000 mini grant for the production of a 3-5 minute video.

The timeline for this initiative is as follows:

- January 30, 2012 - The application for participation is due to the VDOE.
- February 15, 2012 – School divisions are notified of selection status.
- April 25, 2012 – The completed video is due to the VDOE.

You are encouraged to nominate exemplary examples of a career cluster being implemented in your school division. For more detail about the video submission criteria and application, please refer to [Superintendent's Memo 330-11](#) or contact Sharon Acuff, specialist for marketing & related career clusters at [CTE@doe.virginia.gov](mailto:CTE@doe.virginia.gov) or at (804) 225-3119.

### Virginia Council on the Status of Women (VCSW) 2012 STEM Essay Contest

The VCSW sponsors an annual essay contest for young women in high school. The winner will receive a \$5,000 scholarship to an institution of higher education. The entries are due on February 20, 2012. To enter, young women should be in their junior or senior year in high school and hold at least a 2.5 Grade Point Average. The guidelines and submission details are located at [https://www.dss.virginia.gov/community/council\\_women/index.cgi](https://www.dss.virginia.gov/community/council_women/index.cgi)

## MICROSOFT IT ACADEMY

### Certification for Professional Development



OUTCOME:  
Pass



Achieving a Microsoft Certification is a great way for your students to demonstrate what they've learned and to enter the workforce with proven technical skills. Additionally, your teachers and IT staff can gain confidence and credibility through Microsoft Certification. Make sure you understand all the certification-related benefits to which you are entitled. As a Virginia IT

Academy, teachers and staff are entitled to become certified in both of the Microsoft Certifications—Microsoft Technology Associate and Microsoft Office Specialist at no cost!

**Microsoft Technology Associate** - The Microsoft Technology Associate (MTA) certification is an entry-level certification that validates essential building block knowledge for aspiring IT professionals and developers. As an IT Academy member, you are entitled to 20 MTA exam vouchers for educator use each year at no charge. This benefit is renewable every twelve months aligned with the expiration date of your IT Academy membership.

**Microsoft Office Specialist** - The Microsoft Office Specialist (MOS) certification showcases a student's proficiency using the applications in Microsoft Office. As an IT Academy member, you are entitled to receive 10 MOS exam vouchers for educator use each year at no charge. This benefit is renewable every twelve months aligned with the expiration date of your IT Academy membership.

For more information on the free exam vouchers, please go to Virginia Partners in Learning Share Site <http://us.partnersinlearningnetwork.com/communities/virginia/Pages/default.aspx>

## Virtual Training Schedule for January and February

The January and February schedule for the IT Academy Program virtual training series has been developed to help you take advantage of all of the program benefits. Attending these sessions will provide you with in-depth detail on a variety of topics. Trainings include:

Topic	Details of Training	Target Audience
Getting Started with the IT Academy Program	A high level overview of the Microsoft IT Academy benefits for the Virginia High Schools. Overview of the benefits, IT Academy Web sites and a demonstration of the e-Learning Web site.	All IT Academy members
Accessing the e-Learning Sites	An in-depth view of the 2 key e-learning sites associated with the IT Academy program: Instructor Portal and the Student Portal. Learning about creating groups and a demonstration of creating access code. Along with a demonstration of an eLearning course.	Teachers
Virginia IT Academy Benefits	During this session we will review in depth all the Virginia IT Academy benefits. During this session you have an opportunity to learn how these benefit apply to members along with details on how to access your e-reference library, activating the MSDNAA subscription, how to become an MCT, Digital Literacy, Curriculum Mapping and much more. The Getting Started training is a prerequisite. Re-occurring every month.	All IT Academy members
Pilot Site Overview	*Invite only	Lead Teachers of Phase 1 and 2 Pilot Sites
Certification Overview	(Details to follow)	Teachers

Date and Time	Topic	Target Audience
January 18, 4 p.m.	Getting Started With the IT Academy Program	All IT Academy Members
January 24, 4 p.m.	Getting Started With the IT Academy Program	All IT Academy Members
January 25, 4 p.m.	Accessing the e-Learning Sites	Teachers
January 26, 4 p.m.	Accessing the e-Learning Sites	Teachers

For more information on the training sessions and registration, please go to Virginia Partners in Learning Share Site <http://us.partnersinlearningnetwork.com/communities/virginia/Pages/default.aspx>

## PROFESSIONAL DEVELOPMENT

### 2012 Bank of America's Student Leaders Program

The Bank of America Charitable Foundation's *Student Leaders® Program* is accepting applications for the 2012 program.

As part of Bank of America's lending, investing and giving to strengthen the communities they serve, the Bank of America Student Leaders Program has recognized more than 1,600 exemplary high school juniors and seniors with a passion for improving their communities. The program helps students gain a greater understanding of how nonprofits create impact in the community and develops them as the next generation of community leaders through two components:

- A summer 2012 eight-week paid summer internship with selected nonprofit organizations designed to provide opportunities for the students to develop and apply leadership skills through hands-on work experience, while raising their awareness of community issues addressed by their host organization.
- A week-long all-expense paid **Student Leadership Summit in Washington, DC**, July 15-20, 2012. Conducted in partnership with the Close Up Foundation, the Summit introduces students to aspects of civic, social and business leadership and provides them with knowledge and skills they will use throughout their life to create positive community change.

The application deadline is **January 25, 2012**. For more information on the Bank of America Charitable Foundation, please visit the Web site at <http://www.bankofamerica.com/foundation/>.

### **2011-2012 Video Streaming Training Sessions for Career and Technical Education Administrators**

The Office of Career and Technical Education Services is offering a series of training sessions to be held throughout the school year for new and experienced CTE administrators. All training sessions will be delivered by video streaming on Thursday, 1:30-3 p.m. All CTE administrators are strongly encouraged to participate. The sessions will be recorded and available on the VDOE Web site at

[http://www.doe.virginia.gov/instruction/career\\_technical/administration/training/2011-12\\_admin\\_training/index.shtml](http://www.doe.virginia.gov/instruction/career_technical/administration/training/2011-12_admin_training/index.shtml).

Also available at this location will be agendas, presentations, and evaluation forms for each training session as they occur.

Session 7, *The 2012-2013 Perkins CTE Local Plan and Budget*, will be presented on January 26, 2012. For more information and the complete schedule of the training sessions, refer to Superintendent's Memo #170-11, dated June 17, 2011, at: [http://www.doe.virginia.gov/administrators/superintendents\\_memos/2011/170-11.shtml](http://www.doe.virginia.gov/administrators/superintendents_memos/2011/170-11.shtml).

## **MOST FREQUENTLY ASKED QUESTIONS**

### **How can I adjust the size of the video image for a video stream session?**

If you are having trouble viewing screen shots, to adjust the size of the video image, click the center button at the bottom right of the video window to view the various display options.

### **During the video streaming training session, why is the on screen PowerPoint not always in sync with the presenter audio?**

The video stream has a minor delay from the host site to the field. If the slide is in the process of changing, the content might be delayed somewhat with the presenter audio from time to time.

### **How can I ask a question about the content presented in a video streaming training session?**

The video streaming process does not allow for a question and answer period. The format is specifically intended to present information only from presenter to participants. If you have a question based on the session, please e-mail your question to the CTE staff at [cte@doe.virginia.gov](mailto:cte@doe.virginia.gov). The appropriate CTE specialist will respond.

## UPCOMING EVENTS

Event	Date	Location
Session 7 Video Streaming Training Session – <i>The Perkins CTE Local Plan and Budget</i>	January 26 1:30 p.m.	Online: Directions for login will be provided before each scheduled session.
Virginia Transition Forum (register by February 11, 2012) For additional information refer to: <a href="http://www.virginiatransitionforum.org/">http://www.virginiatransitionforum.org/</a>	March 12-14	Hotel Roanoke and Conference Center, Roanoke
Vision to Practice Conference	July 10-12	Williamsburg Marriott

## DUE DATES AND DEADLINES

### Date

**Monthly** Federal Perkins budget OMEGA transfer and reimbursement requests

### 2012 Due Dates for Career and Technical Education

Due Date	Item	Brief Description
April 20, 2012	Secondary Enrollment Demographic Form (SEDF) Spring Report**	Report enrollment counts that are recorded on March 30, 2012, for all approved 6-, 9-, 12-, and 18-week second semester classes.  <b>Submission Method:</b> SSWS online data entry
April 20, 2012	Secondary Student Career Clusters Enrollment Report (SSCER)II	Report unduplicated enrollment counts that are recorded on March 30, 2012, for students participating in CTE classes in grades 9-12 and students in grades 7-8 who are earning high school credit.  <b>Submission Method:</b> Within SSWS, upload the data text file through the Spring Student Record Collection to VDOE.
April 30, 2012	Career and Technical Education Local Plan and Budget Application for Federal Perkins Funding**	To obligate Perkins funds on July 1, 2012, school divisions must submit the 2012-2013 CTE Local Plan and Budget Application in “substantially approvable form” by the due date.  <b>Submission Method:</b> Complete the application in an Excel template, within SSWS, upload the completed template in the Online Management of Education Grant Awards (OMEGA) system.

**Key:** SSWS – Single Sign-on for Web Systems      **\*\*Detailed information for reports available at:**  
[http://www.doe.virginia.gov/instruction/career\\_technical/administration/index/shtml](http://www.doe.virginia.gov/instruction/career_technical/administration/index/shtml)

## CTE CONFERENCES AND WORKSHOPS

CTSO State Conference	Date (2012)	Location
DECA State Leadership Conference	March 9-11	Norfolk
HOSA State Leadership Conference	March 16-18	Marriott, Williamsburg
FBLA State Leadership Conference	April 13-15	Reston
SkillsUSA Virginia State Leadership Conference	April 21-22	Hampton
FCCLA Leadership and Recognition Conference	April 26-29	Virginia Beach
FEA State Conference Download the 2012 FEA Guidelines for Competitive Events at <a href="http://www.futureeducators.org/events/competition.htm">http://www.futureeducators.org/events/competition.htm</a> . Prepare your students to compete in one or more of the following events: Impromptu Speaking; Lesson Planning and Deliver; FEA Moment; Essay Competition; Job Application Competition; Energy Day; and Public Service Announcement.	April 27-28	Virginia Beach
TSA State Leadership Conference	May 4-5	Richmond
FFA Convention	June 18-21	Blacksburg
CTSO National Conference	Date (2012)	Location
FEA International Conference	February 17-19	Baltimore, Maryland
DECA International Career Development Conference	April 28-May 1	Salt Lake City, Utah
NSLC & SkillsUSA Championship	June 23-27	Kansas City, Missouri
National TSA Conference	June 21-25	Nashville, Tennessee
National HOSA Conference	June 20-23	Disney Coronado Springs Resort Orlando, Florida
National FBLA Leadership Conference	June 29-July 2	San Antonio, Texas
National FCCLA Leadership Meeting	July 8-12	Orlando, Florida
National FFA Convention	October 24-27	Indianapolis, Indiana
Professional Association Summer Conference	Date (2012)	Location
VTEEA – VA Technology and Engineering Education Association	August 1-3	Frederick County
VAAE -VA Association of Agriculture Educators	July 16-19	Hilton Garden Inn, Suffolk
VAHAMSEA - VA Health & Medical Sciences Educators Association	July 24-25	Virginia Beach Resort Hotel & Conference Center
VATIE - VA Association of Trade and Industrial Educators	July 28-August 3	Norfolk
VATFACS - VA Assoc. of Teachers of Family & Consumer Services Register at: <a href="http://www.cpe.vt.edu/vatfacs/">http://www.cpe.vt.edu/vatfacs/</a>	July 29-August 1	Boar's Head Inn, Charlottesville
VBEA - VA Business Education Association	July 30-August 3	Hotel Roanoke, Roanoke
VAME - VA Association of Marketing Educators	August 1-3	Sheraton Oceanfront, VA Beach
National Conferences	Date (2012)	Location
National Business Education Association Convention	April 3-7	Boston, Massachusetts
Workshop/Conference	Date (2012)	Location
VACTE Seminar	January 19-20	Crowne Plaza Hotel, Richmond
Children's Engineering Convention	February 23-24	Hilton Richmond Hotel, Henrico
Creating Excellence Awards Luncheon	June 14	Doubletree Richmond Airport
Cooperative Education Workshop	July 10-11	CTE Resource Center, Henrico
SREB High Schools That Work Summer Conference	July 11-14	New Orleans, Louisiana
New Teacher Institute	TBA	
VACTEA Conference	TBA	

# CONTACTS

## OFFICE OF CAREER AND TECHNICAL EDUCATION SERVICES

CTE Office E-mail: [CTE@doe.virginia.gov](mailto:CTE@doe.virginia.gov)

CTE Office FAX: 804-530-4560

CTE Leadership Team		
Lolita B. Hall, Director <a href="mailto:LB.Hall@doe.virginia.gov">LB.Hall@doe.virginia.gov</a> 804-225-2051	B. Anne Rowe, Coordinator Curriculum & Instruction (C&I) <u>Special Assignment</u> ▪Microsoft IT Academy Coordinator <a href="mailto:Anne.Rowe@doe.virginia.gov">Anne.Rowe@doe.virginia.gov</a> 804-225-2838	George R. Willcox, Coordinator Planning, Administration & Accountability (PAA) <u>Special Assignment</u> ▪Governor's STEM Academy Coordinator <a href="mailto:George.Willcox@doe.virginia.gov">George.Willcox@doe.virginia.gov</a> 804-225-2052

CTE Staff	Career Clusters & Special Assignments	CTE Student Organization	Professional Associations
Dr. Glenn A. Anderson, Specialist Agricultural Education & Related Clusters <a href="mailto:Glenn.Anderson@doe.virginia.gov">Glenn.Anderson@doe.virginia.gov</a> 804-225-2840	▪Agriculture, Food & Natural Resources <u>Special Assignments</u> ▪Perkins CTE Local Plan & Budget ▪Junior Reserve Officer Training Corps (JROTC) ▪Federal Program Monitoring ▪Governor's STEM Academy	FFA	VAAE YFV
Judith Sams, Specialist Business & Information Technology & Related Clusters <a href="mailto:Judith.Sams@doe.virginia.gov">Judith.Sams@doe.virginia.gov</a> 804-371-0196	▪Business Management & Administration ▪Finance ▪Information Technology ▪Government & Public Administration <u>Special Assignments</u> ▪NBC Learn ▪Economics & Personal Finance ▪Governor's STEM Brief	FBLA FBLA-PBL	VBEA
Helen Fuqua, Specialist Family & Consumer Sciences Education & Related Clusters <a href="mailto:Helen.Fuqua@doe.virginia.gov">Helen.Fuqua@doe.virginia.gov</a> 804-225-2826	▪Human Services ▪Education & Training ▪Law, Public Safety, Corrections & Security <u>Special Assignments</u> ▪New Teacher Institute ▪Virginia Teachers for Tomorrow ▪Creating Excellence Awards Coordinator	VAFCCLA FEA	VATFACS
Sharon Acuff, Specialist Marketing & Related Clusters <a href="mailto:Sharon.Acuff@doe.virginia.gov">Sharon.Acuff@doe.virginia.gov</a> 804-225-2846	▪Marketing ▪Hospitality & Tourism ▪Arts, A/V Technology & Communications <u>Special Assignments</u> ▪Cooperative Education ▪Entrepreneurship ▪CTE Public Relations	DECA	VAME

CTE Staff	Career Clusters & Special Assignments	CTE Student Organization	Professional Associations
Joseph Wharff, Specialist School Counseling Career Connections <a href="mailto:Joseph.Wharff@doe.virginia.gov">Joseph.Wharff@doe.virginia.gov</a> 804-225-3370	<ul style="list-style-type: none"> <li>▪Career Connections Programs</li> <li>▪Career Development &amp; Planning</li> </ul> <b>Special Assignments</b> <ul style="list-style-type: none"> <li>▪R U Ready Publications</li> <li>▪High Schools That Work/Making Middle Grades Work</li> <li>▪Microsoft IT Academy</li> <li>▪Industry Certification</li> </ul>		
Dr. Lynn Basham, Specialist Technology Education & Related Clusters <a href="mailto:Lynn.Basham@doe.virginia.gov">Lynn.Basham@doe.virginia.gov</a> 804-786-4210	<ul style="list-style-type: none"> <li>▪Science, Technology, Engineering, &amp; Mathematics (STEM)</li> <li>▪Health Science</li> </ul> <b>Special Assignments</b> <ul style="list-style-type: none"> <li>▪Governor's STEM Academy</li> <li>▪Project Lead The Way</li> <li>▪Real World Design Challenge</li> </ul>	Virginia TSA HOSA	VTEEA VAHAMSEA
Edward Sullivan, Specialist Trade & Industrial Education & Related Clusters <a href="mailto:Edward.Sullivan@doe.virginia.gov">Edward.Sullivan@doe.virginia.gov</a> 804-225-2828	<ul style="list-style-type: none"> <li>▪Architecture &amp; Construction</li> <li>▪Manufacturing</li> <li>▪Transportation, Distribution &amp; Logistics</li> </ul> <b>Special Assignment</b> <ul style="list-style-type: none"> <li>▪Occupational Safety &amp; Health Administration (OSHA)</li> </ul>	Virginia SkillsUSA	VATIE
Terry Dougherty, Specialist Grants Administration <a href="mailto:Terry.Dougherty@doe.virginia.gov">Terry.Dougherty@doe.virginia.gov</a> 804-225-3349	Coordination and administration of state and federal funds <b>Special Assignment</b> ▪OMEGA Training		
Glenn Davis, Specialist for Accountability <a href="mailto:Glenn.Davis@doe.virginia.gov">Glenn.Davis@doe.virginia.gov</a> 804-371-2121	<b>Special Assignment</b> ▪CTE Research Data for Program Planning and Improvement		
Mark Burnet, Specialist Data Collection & Reporting <a href="mailto:Mark.Burnet@doe.virginia.gov">Mark.Burnet@doe.virginia.gov</a> 804-371-2924	<b>Special Assignment</b> ▪CTE Research Data for State and Federal Reporting		
Gordon Creasy, Specialist Industry Certification <a href="mailto:Gordon.Creasy@doe.virginia.gov">Gordon.Creasy@doe.virginia.gov</a> 804-225-2057	<ul style="list-style-type: none"> <li>▪CTE Credentialing Research</li> <li>▪Industry Certification Training</li> </ul>		
Administrative Support		Support for the following staff:	
Sandra Johnson – <a href="mailto:Sandra.Johnson@doe.virginia.gov">Sandra.Johnson@doe.virginia.gov</a> 804-225-2051		Lolita Hall Office Coordinator	
Barbara Weedon – <a href="mailto:Barbara.Weedon@doe.virginia.gov">Barbara.Weedon@doe.virginia.gov</a> 804-786-2695		Office Receptionist	
Joy Spencer – <a href="mailto:Joy.Spencer@doe.virginia.gov">Joy.Spencer@doe.virginia.gov</a> 804-786-4206		CTE Quality Control and Risk Management Data Verification (C&I and PAA)	
Nicole Hicks – <a href="mailto:Nicole.Hicks@doe.virginia.gov">Nicole.Hicks@doe.virginia.gov</a> 804-225-3119		Anne Rowe Glenn Anderson Lynn Basham	Helen Fuqua Judith Sams Edward Sullivan Joseph Wharff Gordon Creasy
April Raynor – <a href="mailto:April.Raynor@doe.virginia.gov">April.Raynor@doe.virginia.gov</a> 804-225-2052		George Willcox Terry Dougherty	Glenn Davis Glenn Anderson Joseph Wharff Mark Burnet
Samantha Childress – <a href="mailto:Samantha.Chidress@doe.virginia.gov">Samantha.Chidress@doe.virginia.gov</a> 804-225-3669		Terry Dougherty Grants Reimbursements	



# Human Services

## Emily Giles

Social Worker  
Virginia Veterans Care Center

Riverheads High School  
Augusta County Public Schools

CTE studies: Counseling and  
Mental Health Services

Additional studies: B.S. in  
Sociology, Bridgewater College



**SOCIAL  
SERVICES**

## An advocate for the elderly

While involvement in Family, Career and Community Leaders of America (FCCLA) in high school helped Emily Giles become a leader and kicked off her success, it was her internship at Virginia Mennonite Retirement Center that clinched her career decision. "My internship really helped me confirm that social work in the geriatric field is where I wanted to be," she says.

Now Emily works at the Virginia Veterans Care Center (VVCC) in Roanoke on the Alzheimer's unit, serving 60 clients. "I am an advocate for the guys here," she says. "Some residents are unable to communicate their needs so it is vital that I am up to date on their current care."

Emily says involvement in the FCCLA helped develop her leadership skills, which evolved at Bridgewater College. There, she became involved with several different campus organizations and was able to travel to South Africa in her senior year. "This trip showed me a different perspective. I was able to learn about their cultures as well see a new way of life," Emily said. "It was one of the best things that I have ever experienced."

As far as future plans go, Emily says she is set to stay with the VVCC and enjoy its "family-like atmosphere."

"When you work so closely with these individuals, you cannot help but love and care for every single veteran," she said. "I love my job and my residents, and I have no plan to leave them anytime soon."

If you enjoy working with other people, you may want to explore careers in the Human Services cluster. Careers include everything from hairstylists to social workers and marriage therapists.

## Job outlook...

Job opportunities for educational, vocational, and school counselors are projected to grow faster than average for all occupations. Multiple job and career changes will become more common, boosting the demand for vocational career counselors. As schools expand the responsibilities of school counselors, such

as involvement in drug and alcohol abuse and death and suicide, such workers are likely to see increased employment.

Despite this increased need, budget constraints at every school level will hinder the job growth of school counselors. Federal grants and subsidies could help to offset tight budgets.

The increased demand for mental health and substance abuse treatment as well as the aging population will contribute to the 23 percent growth (by 2018) for human service assistant employment. Competition for jobs in urban areas will be keener than in rural places, but qualified applicants can expect to find work.

## What they make...

Occupation	Employed in VA	Typical salary	Education level**
<b>Child and family social workers</b>	8,430	\$26K - \$68K	4C/MD
<b>Clinical psychologists</b>	2,220	\$39K - \$109K	MD/DP
<b>Dietitians and nutritionists</b>	1,010	\$33K - \$75K	4C/MD
<b>Educational and school counselors</b>	6,300	\$31K - \$86K	4C/MD
<b>Embalmers</b>	420	\$26K - \$63K	HS/CC
<b>Funeral attendants</b>	1,270	\$16K - \$35K	HS/CC
<b>Funeral directors</b>	470	\$30K - \$99K	CC/4C
<b>Hairstylists, cosmetologists</b>	11,690	\$16K - \$42K	HS/CC
<b>Manicurists</b>	830	\$16K - \$31K	HS/CC
<b>Marriage and family therapists</b>	1,120	\$23K - \$72K	4C/MD
<b>Rehabilitation counselors</b>	4,820	\$20K - \$57K	4C/MD
<b>Residential advisers</b>	2,100	\$16K - \$39K	HS/CC
<b>Skin care specialists</b>	1,010	\$17K - \$51K	HS/CC
<b>Social, community service managers</b>	2,520	\$34K - \$97K	4C/MD
<b>Social, human service assistants</b>	7,140	\$18K - \$45K	CC/4C

\*\* HS: High school CC: Community college 4C: Four-year college MD: Master's degree DP: Doctoral or Professional degree

National  
Association for  
Home Care &  
Hospice  
[www.nahc.org](http://www.nahc.org)

American  
Counseling  
Association  
[www.counseling.org](http://www.counseling.org)

National Child  
Care Association  
[www.nccanet.org](http://www.nccanet.org)



# Information Technology

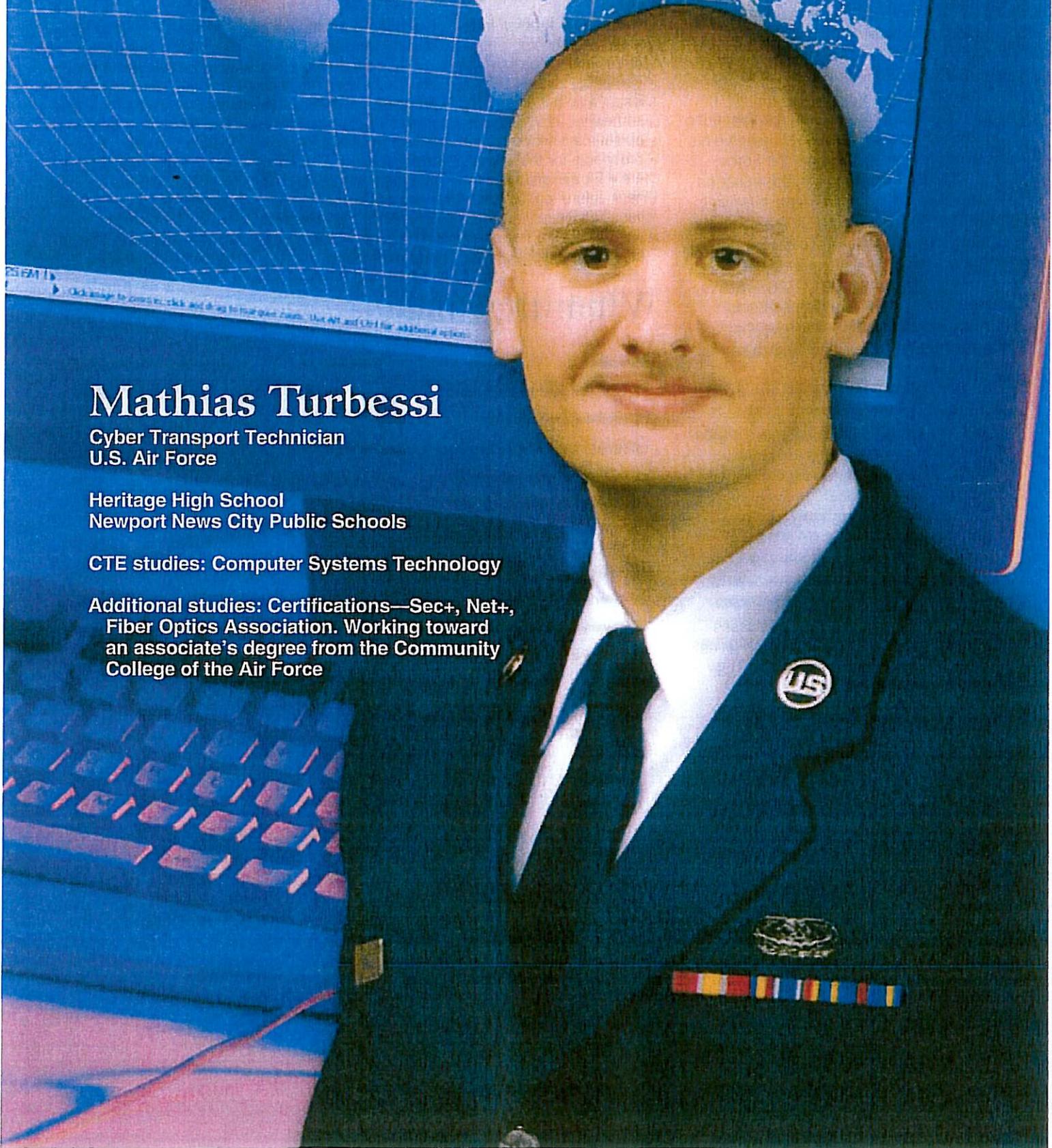
## Mathias Turbessi

Cyber Transport Technician  
U.S. Air Force

Heritage High School  
Newport News City Public Schools

CTE studies: Computer Systems Technology

Additional studies: Certifications—Sec+, Net+,  
Fiber Optics Association. Working toward  
an associate's degree from the Community  
College of the Air Force



# High-tech job in the U.S. Air Force

Mathias Turbessi grew up fascinated with science technology, taking apart anything he could get his hands on and even building a shop vacuum-powered hovercraft. In high school, he first considered pursuing an engineering degree but decided instead to serve his country by joining the U.S. Air Force.

Today Mathias is a cyber-transport technician with the Air Force in Hawaii, where he works on everything from depot-level electronics to Predator control communications and enterprise networking systems. He's been able to work with some of the latest technologies and directly with major vendors, such as Cisco, McAfee, Nortel, and Riverbed.

"As of right now I'm staying in the Air Force as long as they will let me," Mathias says. "I'm in the greatest shape of my life, love my job, live in Hawaii, and they constantly send me off to train on new technologies."

At his technology magnet high school, Mathias had quite a few CTE courses to choose from. He started with computer science and then networking and robotics, and says these classes made a lasting impact. "These classes opened my eyes to all of the possibilities in front of me. I realized that I could be anything from a game programmer to an electrical engineer, which was very exciting for me."

Though he learned a lot about networking and electronics during training with the Air Force, he says he always falls back to his high school computer science education for special tasks. "One idea was to write a computer script to do daily tasks across multiple (Air Force) networks that would check switching and routing devices for any unauthorized configuration changes and then report them back to the (communications) guys. This saved technicians many hours of work and allowed them to focus on more complex tasks."

*This career cluster is for those who have a knack with computers. Information technology careers require an in-depth knowledge of computer systems and networks and can require a lot of patience. Increased concern about hacking and fraud are boosting the need for workers with special knowledge and training in cyber security.*

## Job outlook...

Just like other information technology jobs, employment growth for computer systems analysts will be hampered somewhat by offshore outsourcing. However, job prospects for these workers will be excellent in the near future as organizations continue to adopt and integrate sophisticated technologies, and

the need for information security increases.

As companies continue to move business processes online, the need for network and systems administrators grows exponentially. A need for information security will also contribute to such job growth, and workers with security skills will be in high demand.

Web administrators and Web developers will also be needed to accommodate the amount of data sent over the Internet. However, this occupation is even more at risk for offshore outsourcing than others, as firms transfer work to countries where they can offer lower wages for highly skilled work forces.

## What they make...

Occupation	Employed in VA	Typical salary	Education level**
<b>Computer hardware engineers</b>	1,840	\$61K - \$148K	4C/MD
<b>Computer programmers</b>	9,700	\$41K - \$114K	4C
<b>Computer scientists, research</b>	3,360	\$57K - \$153K	4C
<b>Computer support specialists</b>	21,310	\$28K - \$77K	CC/4C
<b>Computer systems analysts</b>	32,740	\$48K - \$119K	4C
<b>Computer, ATM, and office machine techs</b>	3,690	\$23K - \$59K	HS/CC
<b>Database administrators</b>	4,890	\$41K - \$116K	4C
<b>Network and systems administrators</b>	18,730	\$42K - \$166K*	4C/MD
<b>Software developers, applications</b>	28,110	\$54K - \$133K	4C/MD
<b>Software developers, systems software</b>	29,740	\$61K - \$143K	4C/MD
<b>Statisticians</b>	530	\$39K - \$120K	4C/MD

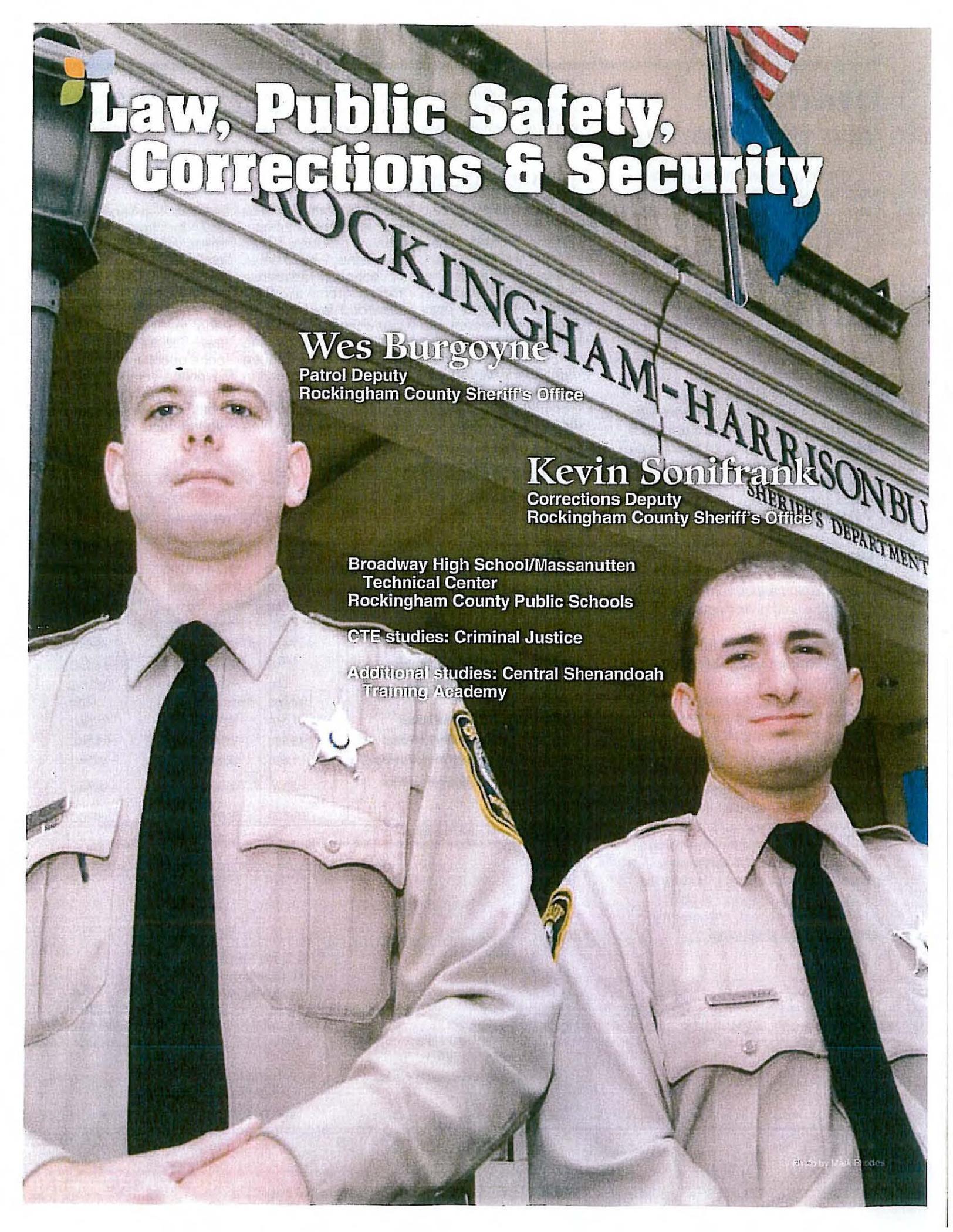
\* 90th percentile salary is greater than \$166,400

\*\* HS: High school CC: Community college 4C: Four-year college MD: Master's degree DP: Doctoral or Professional degree

National  
Workforce Center  
for Emerging  
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[www.nwcef.org](http://www.nwcef.org)

Institute for  
Certification  
of Computing  
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[www.iccp.org](http://www.iccp.org)

Center for Innovative  
Technology  
[www.cit.org](http://www.cit.org)



# Law, Public Safety, Corrections & Security

**Wes Burgoyne**

Patrol Deputy  
Rockingham County Sheriff's Office

**Kevin Sonifrank**

Corrections Deputy  
Rockingham County Sheriff's Office

Broadway High School/Massanutten  
Technical Center  
Rockingham County Public Schools

CTE studies: Criminal Justice

Additional studies: Central Shenandoah  
Training Academy

## Protecting their communities

Both Kevin Sonifrank and Wes Bourgoyne decided to pursue careers in law enforcement because of role models they met growing up. Wes knew friends of his father who were on the police force, while Kevin was intrigued after a DARE (Drug Abuse Resistance Education) officer visited his classroom. "It's something I've always wanted to do since I was young," Kevin says.

Kevin currently works in the booking department at the Rockingham Regional Jail, where he processes people who are arrested. He previously helped out new hires as a field training officer. Wes is now a patrol deputy, but previously worked in the courts system.

Both launched their careers during high school in the criminal justice program at Massanutten Technical Center. Wes praises the program, which included a lot of interaction with police officers and investigators.

Kevin became an ambassador for the program, giving tours of the facility to interested students and speaking in front of classrooms. "Six months right out of high school, I was hired at the sheriff's office," says Kevin. "I think a lot of it had to do with me going to Massanutten Technical Center and having good references."

Wes and Kevin both like the ability to give back to their community and the fast-paced nature of the career. "You get to help your community and be there for people," says Wes. "Every time I get to work, I don't know what to expect. It's something different every single day."

Jobs in public safety are ideal for those who want to give back to their community. Police officers, emergency medical technicians, and firefighters are vital for citizens' security. This career cluster also encompasses the legal field.

## Job outlook...

Larger, established law firms will make starting profitable new practices quite difficult, slowing the growth of self-employed lawyers. Instead, salaried positions at businesses and all levels of government will continue to boost demand for lawyers.

Lawyers seeking placement at job openings will continue to

face stiff competition as large numbers of students graduate from law school each year. A superior academic record from a highly regarded law school is a newcomer's best shot. Usually a willingness to relocate might require becoming licensed in another state.

Job opportunities are expected to

increase at an average for law enforcement, with less competition in local police departments compared to state and federal agencies. Applicants who are bilingual and have military experience or college training in police science have the best prospects in both local and state departments.

## What they make...

Occupation	Employed in VA	Typical salary	Education level**
<b>Balliffs</b>	300	\$18K - \$66K	HS/CC
<b>Court reporters</b>	170	\$25K - \$91K	CC/4C
<b>Detectives and criminal investigators</b>	3,150	\$38K - \$119K	CC/4C
<b>Emergency dispatchers</b>	3,010	\$22K - \$54K	HS/CC
<b>Emergency management directors</b>	550	\$28K - \$96K	CC/4C
<b>Firefighters</b>	7,950	\$23K - \$75K	HS/CC
<b>Fire inspectors and investigators</b>	140	\$34K - \$85K	HS/CC/4C
<b>Forensic science technicians</b>	350	\$33K - \$83K	CC/4C
<b>Lawyers</b>	14,200	\$54K - \$166K*	DP
<b>Paralegals and legal assistants</b>	7,110	\$29K - \$75K	CC/4C
<b>Police and sheriff's patrol officers</b>	16,480	\$31K - \$84K	CC/4C
<b>Private detectives and investigators</b>	1,430	\$25K - \$75K	CC/4C
<b>Probation officers and corrections specialists</b>	3,170	\$31K - \$81K	CC/4C
<b>Security guards</b>	31,500	\$17K - \$41K	HS/CC

\* 90th percentile income greater than \$166,400

\*\* HS: High school CC: Community college 4C: Four-year college MD: Master's degree DP: Doctoral or Professional degree

Federal Bureau  
of Investigation  
[www.fbi.gov](http://www.fbi.gov)

American Bar  
Association  
[www.americanbar.org](http://www.americanbar.org)

American Jail  
Association  
[www.aja.org](http://www.aja.org)



# Manufacturing

## David Revere

Vice President, Operations  
Master Machine and Tool Co.

Bethel High School/New Horizons  
Regional Educational Center  
Hampton City Public Schools

CTE studies: Electronics

Additional studies: A+ Certification  
in Electronics, associate's degree  
in Engineering, Thomas Nelson  
Community College; B.S. in  
Mechanical Engineering, Old  
Dominion University



Photo by Mark Rhodes

## Earning degrees with the help of company reimbursements

The skills learned in electronics classes in high school give David Revere an edge in his role today as vice president of operations for Master Machine and Tool in Newport News. "If I'm working with an electrical engineer, it helps me get a better understanding of what he or she is trying to do and makes the process more efficient," says David, who later earned higher education degrees in engineering.

As a child, David had always loved tinkering with tools, so in high school, he took electronics classes at New Horizons Regional Education Center. He got a job doing CNC repair after graduation. "I became familiar with manufacturing and really enjoyed it," he says.

He began working as an entry-level machinist at Master Machine in 2001. When he began to become interested in engineering, he used educational reimbursements his company offered to help pay for engineering degrees at Thomas Nelson Community College and Old Dominion University.

He then became more involved with the design, engineering and project management at Master Machine, which provides a wide range of manufacturing, including high-vacuum components for accelerator facilities and aerospace parts. The company has about 25 employees and is expanding rapidly.

"I like being able to be a part of all the processes, from product development through designing it, to building it, to testing it, and releasing it," David says of his current role at the manufacturing company. "It's nice to be a part of all of it."

*If you enjoy working with your hands, a career in manufacturing may be for you. You certainly won't be stuck behind a desk all day with many of these jobs. These jobs often require specialized skills that may require industrial certification or on-the-job training.*

## Job outlook...

The manufacturing industry continues to change as new technology is developed and adapted. The increased automation of factories will require industrial machinery mechanics and maintenance workers to maintain and repair equipment. However, many of these new

machines are capable of diagnosing problems quickly, which results in faster and easier repair, slowing the growth of employment in this area. However, job prospects are good, as many manufacturing employees will retire over the next few years. Workers will find

opportunities with manufacturers driven to cut costs by further automating production and increasing machinery presence on the factory floor. The growth of the power industry should also create jobs for millwrights, who are useful for work on wind mills and coal plants alike.

## What they make...

Occupation	Employed in VA	Typical salary	Education level**
<b>Industrial engineering technicians</b>	1,230	\$31K - \$73K	HS/CC
<b>Industrial engineers</b>	4,270	\$49K - \$113K	4C
<b>Industrial machinery mechanics</b>	7,370	\$29K - \$68K	HS/CC
<b>Industrial production managers</b>	2,320	\$52K - \$148K	HS/CC/4C
<b>Maintenance workers, machinery</b>	2,350	\$23K - \$60K	HS/CC
<b>Machinists</b>	7,340	\$24K - \$58K	HS/CC
<b>Materials engineers</b>	390	\$52K - \$127K	4C
<b>Millwrights</b>	880	\$31K - \$72K	HS/CC
<b>Packaging, filling machine operators</b>	6,950	\$17K - \$42K	HS
<b>Production, expediting clerks</b>	7,280	\$26K - \$66K	HS/CC
<b>Sheet metal workers</b>	4,890	\$25K - \$74K	HS/CC
<b>Structural metal fabricators, fitters</b>	1,830	\$23K - \$51K	HS/CC
<b>Team assemblers</b>	10,600	\$18K - \$45K	HS
<b>Tool and die makers</b>	660	\$32K - \$70K	HS/CC
<b>Welders, cutters, solderers, and brazers</b>	6,810	\$23K - \$54K	HS

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Precision  
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Foundation  
[www.pmaef.org](http://www.pmaef.org)

American Apparel and  
Footwear Association  
[www.apparelandfootwear.org](http://www.apparelandfootwear.org)

Virginia  
Manufacturers  
Association  
[www.vamanufacturers.com](http://www.vamanufacturers.com)

# Marketing

## Stacey Craighead

**Selection Tour Director  
All-American Games**

**Cave Spring High School  
Roanoke County Public Schools**

**CTE studies: Sports and  
Entertainment Marketing**

**Additional studies: B.S. in Business  
Administration with concentrations  
in Sports Management and  
Marketing, minor in Graphic,  
Interactive and Advertising Design,  
Seton Hall University**



## Always an athlete

Sports have always played a major role in Stacey Craighead's life. She earned varsity letters in five sports in high school and played on Seton Hall University's volleyball team. So she knew early on that she was destined for a career in sports.

"I played just about every sport as a kid," says Stacey. "I knew I wanted to stay involved in sports. I considered the athletic training route, but I realized that I was more interested in the business aspect."

Today Stacey is Selection Tour Director for All-American Games, a New Jersey-based sports management marketing company whose premiere event is the U.S. Army All-American Bowl. The bowl, which is held each January in San Antonio, Texas, includes 90 top high school football players and 125 marching band members from around the country.

Stacey joined the company last year as an intern and traveled around the Eastern United States to put on events at high schools where athletes were being selected. She landed a full-time job in the company's sponsorship department following the tour. She later was promoted to tour director. That means she is in charge of managing the 15 interns putting on 189 events in the fall.

"I like it this year because I've been able to take a step back and see the big picture," says Stacey. "I've been involved in everything from helping with the planning of the tours to plotting the best routes for our tour teams, and I'm a lot more involved with the sponsors."

One of Stacey's favorite aspects of her job is the responsibility given to each employee at a small company. "We're a very small company, and everyone has a big role," says Stacey. "Last year I was able to go out on the road, and now I'm in the office, so it's nice to be at a small company to explore a number of different jobs."

Stacey took sports marketing in high school, where she was the only girl in the class. It introduced her to the basic principles of sports marketing and assured her that sports marketing was the right career for her.

"I think that was kind of the launching pad for me," she says of the class, where she can still remember class projects, such as marketing a sports protein bar. "I got a taste of it and couldn't let it go."

*Marketing careers are good for outgoing and creative individuals. Almost all companies and nonprofits require marketing services to showcase their goods and services. These careers will require building relationships and developing branding opportunities for businesses.*

## Job outlook...

Market and survey researchers are expected to see a 28-percent growth in overall employment by 2018, which is much faster than the average for all occupations. A strong background in mathematics, statistics, and computer science, for example, will give candidates with bachelor's degrees an edge in this industry. Job seekers with a master's or Ph.D. in marketing or a

related field will have the best opportunities.

For real estate sales agents, experience and reputation will help launch a successful career. Ambitious people with strong connections in their communities will also find the most success.

However, real estate sales agents will face limited job growth by the increasing use of the Internet. Employment is

also sensitive to changes in the economy.

Retail sales positions are also influenced by swings in the economy. The news is mostly positive, though—new jobs will be created for retail salespersons as businesses expand operations and aim to enhance customer service. Many of these openings will be in warehouse clubs and supercenters, as per industry trends.

## What they make...

Occupation	Employed in VA	Typical salary	Education level**
<b>Advertising and promotions managers</b>	370	\$41K – \$166K*	4C
<b>Advertising sales agents</b>	2,740	\$23K – \$96K	CC/4C
<b>Cashiers</b>	90,210	\$15K – \$26K	HS/CC
<b>Market research analysts</b>	9,180	\$34K – \$112K	4C/MD
<b>Marketing managers</b>	4,130	\$57K – \$166K*	4C
<b>Public relations managers</b>	1,400	\$49K – \$166K*	4C
<b>Public relations specialists</b>	7,960	\$31K – \$95K	4C
<b>Real estate sales agents</b>	10,210	\$20K – \$95K	HS/CC
<b>Retail salespersons</b>	116,040	\$16K – \$38K	HS/CC
<b>Sales engineers</b>	1,810	\$51K – \$146K	4C
<b>Telemarketers</b>	9,100	\$16K – \$38K	HS/CC

\* 90th percentile income is greater than \$145,600

\*\* HS: High school CC: Community college 4C: Four-year college MD: Master's degree DP: Doctoral or Professional degree

National Retail  
Federation  
[www.nrf.com](http://www.nrf.com)

American  
Association  
of Advertising  
Agencies  
[www.aaaa.org](http://www.aaaa.org)

Sales and  
Marketing  
Executive  
International  
[www.smei.org](http://www.smei.org)



# Science, Technology, Engineering & Mathematics



## Ryan Davenport

Environmental Health and Safety  
Leadership Program  
General Electric

Western Branch High School  
Chesapeake Public Schools

CTE studies: Technology Education

Additional studies: Mechanical  
Engineering, Virginia Tech

## Passion for the environment

After graduating from Virginia Tech with a degree in mechanical engineering, Ryan Davenport went on many interviews to help him decide on his career path. His last interview for an Environmental Health and Safety (EHS) Leadership Program position at General Electric ended with a surprise.

"The interviewer asked me a question so simple that I hadn't expected it: to define what I thought EHS was. (After) giving him a general description, he smiled and informed me that I didn't know the half of what EHS professionals took part in," Ryan said.

Ryan thought he had just blown his interview. "Little did I know that an afternoon of research, two months, and two interviews later I would be offered a wonderful opportunity with one of the leading international companies." He has worked at GE in Greenville, S.C., since July 2011.

Currently, Ryan works in the EHS department in a manufacturing setting. The department is responsible for overseeing the health and safety of the employees at the facility, and making sure environmental regulations are met.

With mathematics and science as his strong subjects, Ryan said he knew he wanted to go into a technical career field since high school. Deciding on engineering followed naturally, he said. "An environmental science course taken in conjunction with Tidewater Community College opened my eyes to the need for a vast change from the standards of today." He realized the combination of his strengths and his passion for the environment would be best suited in mechanical engineering.

While studying at Virginia Tech, Ryan said he never considered an EHS position, but that the few months he's held the job have been telling. "The program itself is unmatched," Ryan said. "Each and every person involved makes a direct effort to build and mold you into a successful professional."

Ryan says he plans to work hard and make a name for himself. "The sky is the limit, and my drive will take me to a position where I can be successful and happy."

Careers in science, technology, engineering, and mathematics (STEM) are among the most in-demand careers today. If you like to work in laboratories, conduct research, or solve mathematical equations, this career cluster is for you.

## Job outlook...

Specializations in engineering will continue to serve as integral elements to growing industries, promoting steady job growth overall. Some specialties will experience greater increases than others.

Aerospace engineers are expected to have average growth in employment. The number of degrees

granted in this field is growing as new technologies and new designs for commercial and military aircraft and spacecraft will produce demand for these workers. Overall employment in the chemical manufacturing industry is expected to continue to decline, resulting in a two-percent decline in employment for chemical engi-

neers. However, professional, scientific, and technical services companies should provide employment growth for chemical engineers.

The specialty that can expect the most employment growth is biomedical engineering, which has an expected employment growth of 72 percent by 2018.

## What they make...

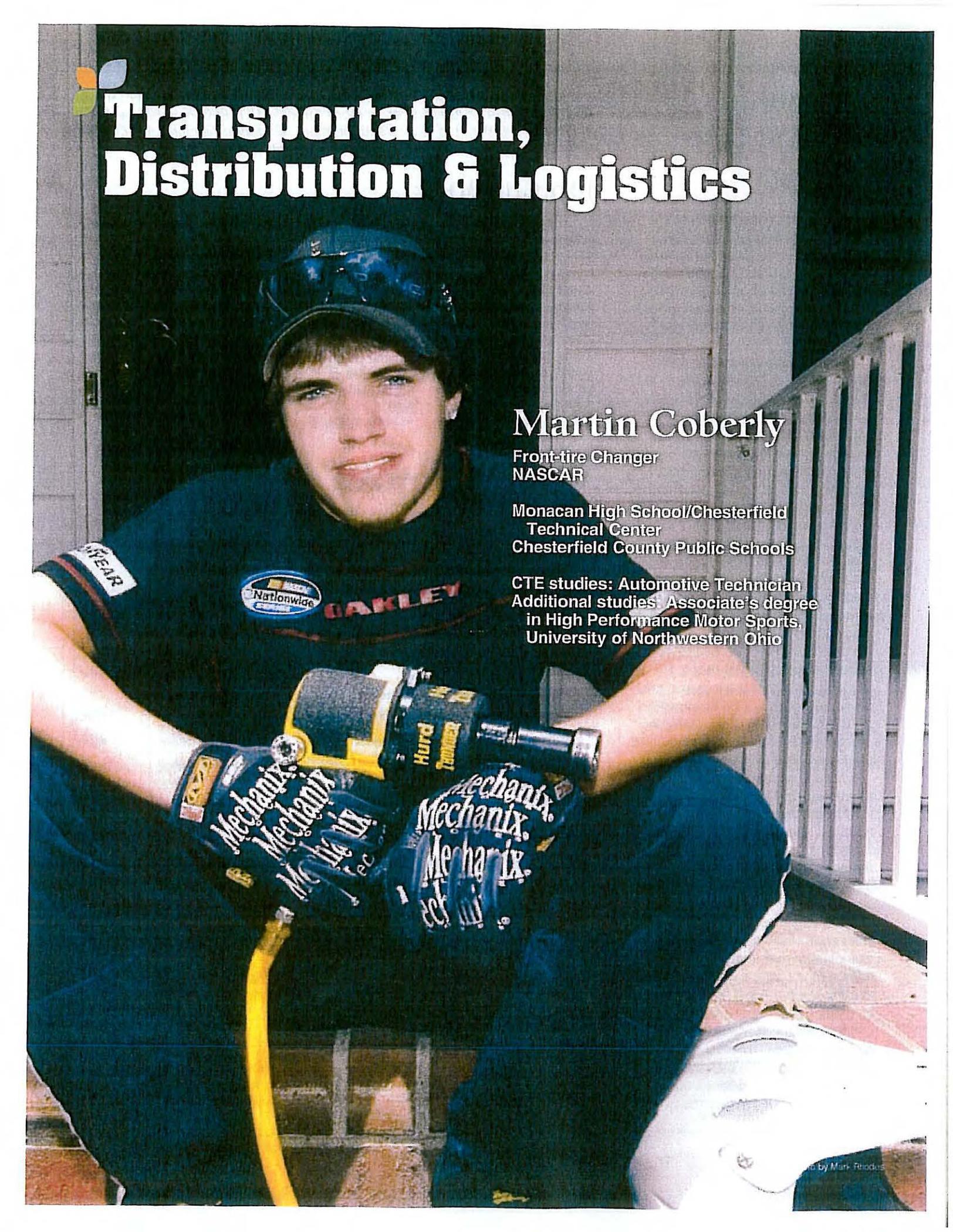
Occupation	Employed in VA	Typical salary	Education level**
<b>Aerospace engineers</b>	3,530	\$60K - \$143K	4C/MD
<b>Agricultural and food science technicians</b>	200	\$22K - \$53K	HS/CC/4C
<b>Anthropologists and archeologists</b>	130	\$31K - \$89K	4C/MD
<b>Chemical engineers</b>	630	\$56K - \$140K	4C/MD
<b>Chemical technicians</b>	930	\$26K - \$67K	HS/CC/4C
<b>Chemists</b>	1,550	\$39K - \$116K	4C/MD
<b>Conservation scientists</b>	400	\$36K - \$89K	4C
<b>Electrical and electronics drafters</b>	640	\$34K - \$83K	CC/4C
<b>Electrical engineers</b>	7,170	\$54K - \$128K	4C/MD
<b>Geoscientists</b>	580	\$43K - \$161K	4C/MD
<b>Materials scientists</b>	160	\$45K - \$130K	4C/MD
<b>Mechanical engineers</b>	7,220	\$50K - \$119K	4C
<b>Physicists</b>	810	\$58K - \$166K	MD/DP
<b>Political scientists</b>	400	\$48K - \$155K	4C/MD

\*\* HS: High school CC: Community college 4C: Four-year college MD: Master's degree DP: Doctoral or Professional degree

American  
Marine Technology  
Society  
[www.mtsociety.org](http://www.mtsociety.org)

State Science and  
Technology Institute  
[www.ssti.org](http://www.ssti.org)

U.S. Geological Survey  
[www.usgs.gov](http://www.usgs.gov)



# Transportation, Distribution & Logistics

## Martin Coberly

Front-tire Changer  
NASCAR

Monacan High School/Chesterfield  
Technical Center  
Chesterfield County Public Schools

CTE studies: Automotive Technician  
Additional studies: Associate's degree  
in High Performance Motor Sports,  
University of Northwestern Ohio

# Tales from a NASCAR pit crew

Not many occupations are judged in 14-second increments. But as a front-tire changer in NASCAR's Nationwide Series, it's the amount of time Martin Coberly has to put on a new front tire when NASCAR drivers pull into the pit during races.

Martin, who graduated from Monacan High School in 2008, knew he wanted to be a mechanic but never aspired to work as a mechanic in professional racing. However, he was interested in doing some racing himself. "My grandfather and I used to work on cars together," Martin says.

Martin took Automotive 1 and Automotive 2 classes at the Chesterfield Technical Center, giving him a foundation in auto mechanics. His career launched into racing when he worked as a mechanic for ARCA Racing Series, a smaller car race series. While there, he volunteered to help change tires at races. He started training for the role and soon moved up. In 2010, he was hooked up with a NASCAR World Camping Truck Series Team and moved up to the Nationwide Series this year.

"I always wanted to race, but I'd never thought I'd actually have a job in it," Martin says. "Then I decided one day, 'I know a guy in a Nationwide Series, and I'm going to go in there and help him out,' and I kept moving up to bigger and bigger teams."

Martin worked for NASCAR on weekends while completing his associate's degree in high performance motor sports at the University of Northwestern Ohio. He plans on continuing his career with NASCAR.

"I'm still trying to work my way up," says Martin. "I'm in the NASCAR Nationwide Series, so if I get an offer to work on a Sprint Cup Series, I'd take it in a heartbeat."

*In a world economy, international trade is making the need for quick distribution and logistics ever more important. This career cluster covers anyone involved in the transportation of goods, including automotive mechanics, shipping clerks, and distribution managers.*

## Job outlook...

For automotive service technicians and mechanics, opportunities should be good for those who complete postsecondary training programs. Overall, however, the number of jobs for these workers is projected to grow slower than the average for all occupations. Some growth will come from federal legislation that requires

increased transportation services for people with disabilities.

The demand for truck drivers could vary greatly depending on the U.S. economy. So far, an increasing transportation demand for goods means a prediction of 13 percent employment growth by 2018.

In addition, growth will

come as manufacturers increasingly outsource their distribution functions to trucking and warehousing companies that can perform these tasks more efficiently. In addition, as more consumers and make businesses make purchases over the Internet, the need for logistical, transportation, and value-added services will increase.

## What they make...

Occupation	Employed in VA	Typical salary	Education level**
<b>Aircraft service technicians</b>	1,940	\$33K - \$72K	HS/CC
<b>Automotive body and related repairers</b>	3,070	\$23K - \$64K	HS
<b>Automotive service technicians</b>	18,300	\$20K - \$60K	HS/CC
<b>Bus drivers, school</b>	16,160	\$17K - \$42K	HS/CC
<b>Bus drivers, transit and intercity</b>	5,150	\$21K - \$56K	HS/CC
<b>Dispatchers, except emergency</b>	4,190	\$21K - \$58K	HS/CC
<b>Driver/sales workers</b>	10,070	\$16K - \$45K	HS/CC
<b>Industrial truck and tractor operators</b>	11,540	\$20K - \$45K	HS
<b>Mobile heavy equipment mechanics</b>	2,900	\$29K - \$65K	HS/CC
<b>Shipping, receiving, and traffic clerks</b>	15,800	\$19K - \$44K	HS/CC
<b>Taxi drivers and chauffeurs</b>	4,400	\$16K - \$36K	HS/CC
<b>Transportation and distribution managers</b>	1,910	\$46K - \$133K	HS/CC
<b>Truck drivers, heavy and tractor-trailer</b>	34,500	\$25K - \$57K	HS/CC
<b>Truck drivers, light or delivery services</b>	19,840	\$17K - \$55K	HS/CC
<b>Truck mechanics and diesel specialists</b>	6,110	\$26K - \$61K	HS/CC

\*\* HS: High school CC: Community college 4C: Four-year college MD: Master's degree DP: Doctoral or Professional degree

American  
Trucking  
Associations  
[www.truckline.com](http://www.truckline.com)

Virginia  
Automobile Dealers  
Association  
[www.vada.com](http://www.vada.com)

International Warehouse  
Logistics Association  
[www.iwla.com](http://www.iwla.com)

# PARENTS!

Help your child develop

## A Plan of Their Own

“ If you are a parent, be an active partner in your child’s education. ”

Patricia I. Wright,  
Virginia’s Superintendent of  
Public Instruction

When Austin was very young, his mother, Vicki, helped him **develop an understanding of career** by explaining why she went to work each day and what she did while she was there. Austin’s father, Gary, says his son exhibited an entrepreneurial spirit that was fueled by **exploring a variety of interests**. “I encouraged his exploration and tried not to put too much pressure on him to stay in one area.”

Austin’s career interests changed frequently; indeed, the more he explored, the more excited he became about learning. When it came time for him to develop a plan, his parents felt comfortable in **letting Austin make it for himself**.



Austin is a freshman at Virginia Tech and founder of Feed by Seed, an international agricultural development advocacy group.

Vicki encourages parents to “ask questions about your child’s plans and interests and . . . listen to his/her answers.” Gary advises, “**stay tuned in** to the opportunities that are available for your child today.”

Read more about Austin’s plan in the Virginia Department of Education’s annual career magazine, *RU College and Career Ready?*, available at [www.cteresource.org](http://www.cteresource.org).

Arne Duncan, U.S. Secretary of Education, says...

“ It is the responsibility of K–12 educators to prepare all students for both college and career. This must be “both/and” not “either/or.” High school graduates—not the educational system—should be choosing the postsecondary and career paths they want to pursue. ”

## College and Career Readiness

- Nearly 8 in 10 job openings in the next decade in the U.S. will require education or training after high school.
- A **college-ready** student is prepared for further education or training, including study at two- and four-year institutions leading to a certificate, license, or Associates or Bachelor’s degree.
- A **career-ready** student is a high school graduate who has the knowledge and skills needed to succeed in further education, such as a technical program, community college, an apprenticeship, or on-the-job training.

## 16 Career Clusters...

An organizing tool to help students investigate careers and plan their courses of study.

1. Agriculture & Natural Resources
2. Architecture & Construction
3. Arts, Audio/Video Technology & Communications
4. Business Management & Administration
5. Education & Training
6. Finance
7. Government & Public Administration
8. Health Science
9. Hospitality & Tourism
10. Human Services
11. Information Technology
12. Law, Public Safety, Corrections & Security
13. Manufacturing
14. Marketing
15. Science, Technology, Engineering & Mathematics
16. Transportation, Distribution & Logistics

---

### Additional Resources for Career Planning

- Virginia Career VIEW: [vacareerview.org](http://vacareerview.org)
- Virginia Education Wizard: [vawizard.org](http://vawizard.org)
- Career Clusters: [careertech.org/career-clusters/](http://careertech.org/career-clusters/)

## How can parents help?

### • Have your child answer the following questions:

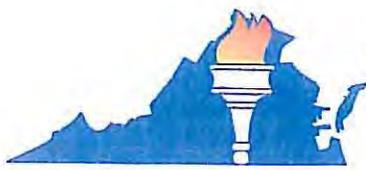
- What are your favorite school subjects?  
Answer:
- What school activities do you enjoy most?  
Answer:
- What hobbies and interests are most valuable to you?  
Answer:
- What achievements make you most proud?  
Answer:
- What careers most interest you?  
Answer:

### • Guide your child through the following:

- STEP 1:** Take a career interest assessment in middle school.
- STEP 2:** Identify interest in one or more career clusters.
- STEP 3:** Relate school subjects to career interests.
- STEP 4:** Understand how middle school subjects relate to jobs and careers.
- STEP 5:** Create an academic and career plan in middle school.

“Parents have the **greatest influence** on students’ career development, ahead of teachers and counselors.”

“Parents Have Their Say. . . About Their College-Age Children’s Career Decisions.” Jeffrey Taylor, Marcia B. Harris, and Susan Taylor. Winter 2004 *NACE Journal*.



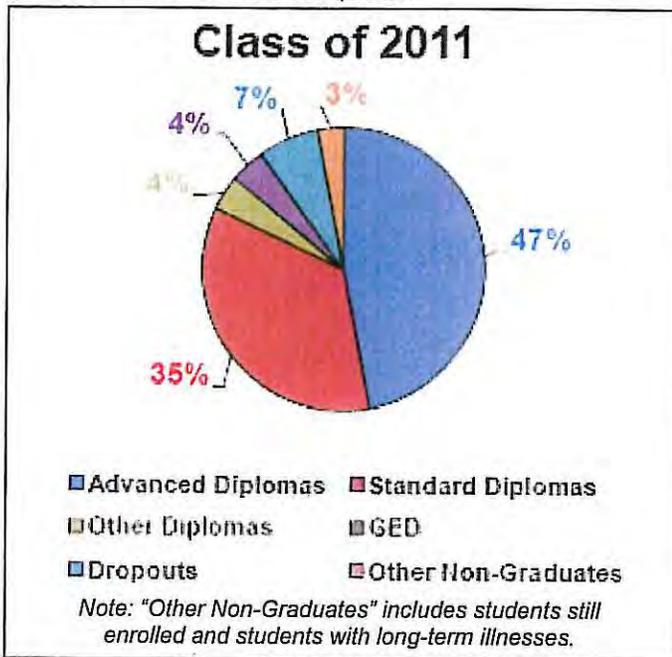
## State of the Commonwealth's Schools

*A Progress Report from Superintendent of Public Instruction Patricia I. Wright*  
January 2012

The following performance indicators illustrate the progress Virginia's public schools are making under the Standards of Learning (SOL) program toward the goal of college-and-career readiness for all graduates.

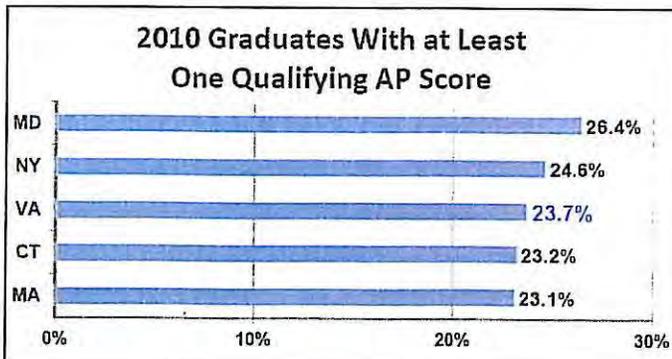
### Virginia On-Time Graduation Rate

Virginia's on-time high school graduation rate rose one point, to 86.6 percent in 2011, and the statewide dropout rate fell one point, to 7.2 percent. Since 2008, the four-year graduation rate has risen 4.5 points.



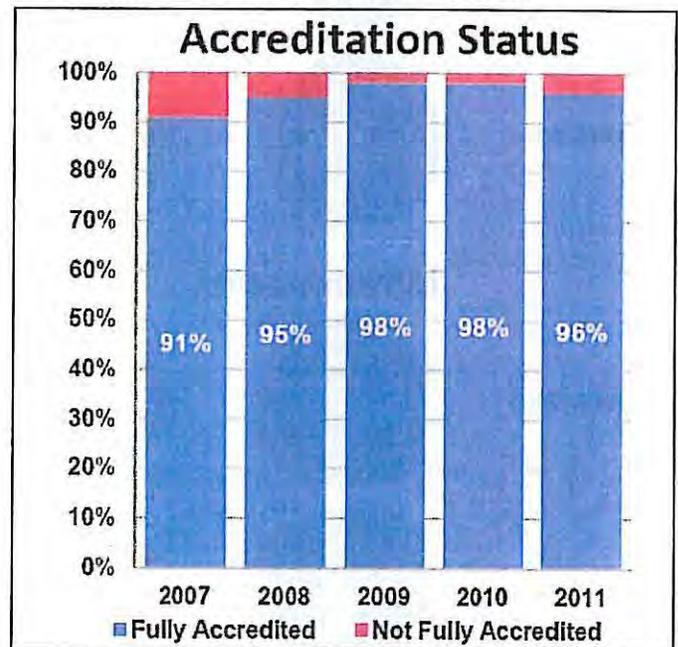
### Advanced Placement

Virginia has the nation's third-highest percentage of high school seniors demonstrating college-level achievement by earning a grade of three or better on Advanced Placement (AP) examinations.



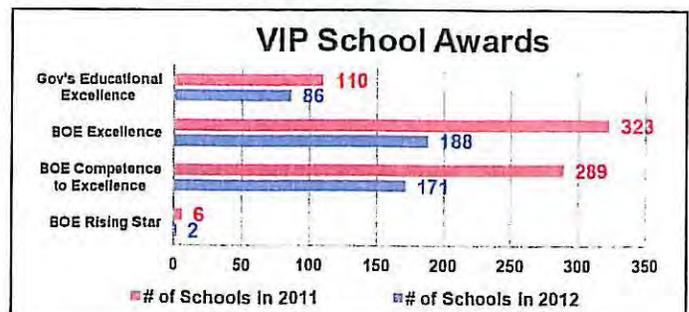
### School Accreditation

The number and percentage of schools *not* rated as Fully Accredited increased slightly in 2011-2012 due to the introduction of a benchmark for graduation and completion. The introduction of more challenging mathematics, English and science standards and assessments may adversely impact school accreditation in 2012 and 2013.



### Virginia Index of Performance

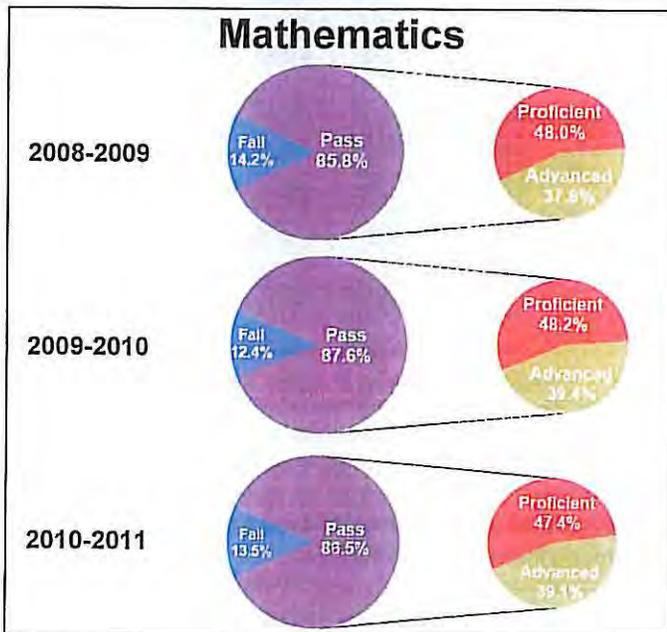
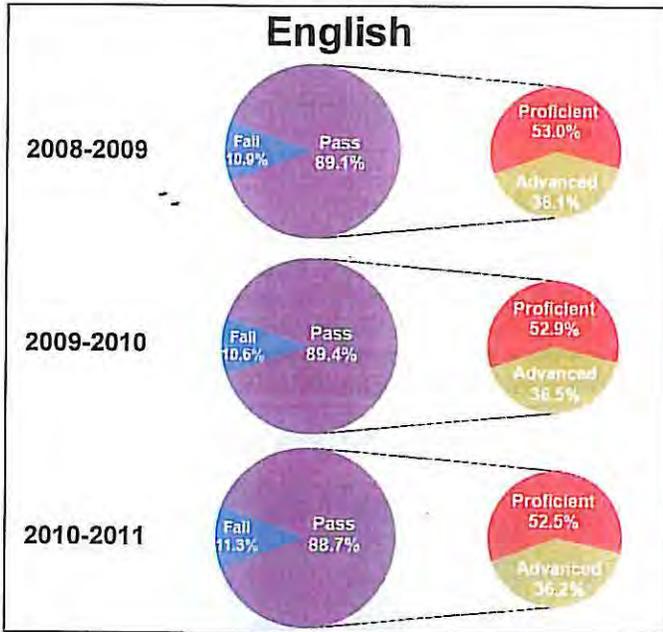
Schools earning Virginia Index of Performance (VIP) awards consistently exceed state and federal accountability standards while expanding access to advanced learning opportunities.



Increasingly unrealistic expectations of No Child Left Behind have reduced the number of schools eligible for VIP awards.

### Advanced Achievement

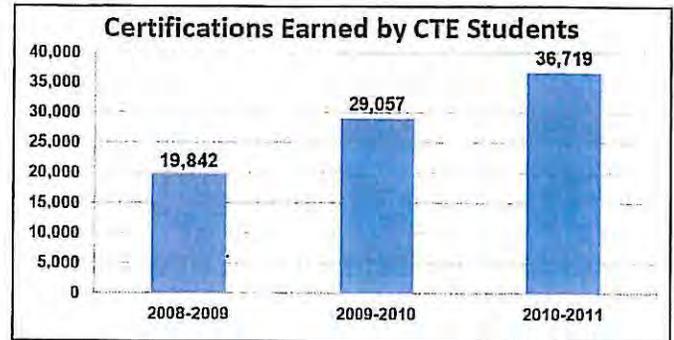
Raising the percentage of students achieving advanced proficiency on SOL assessments in English and mathematics is a Board of Education objective related to college-and-career readiness.



### Career & Technical Education

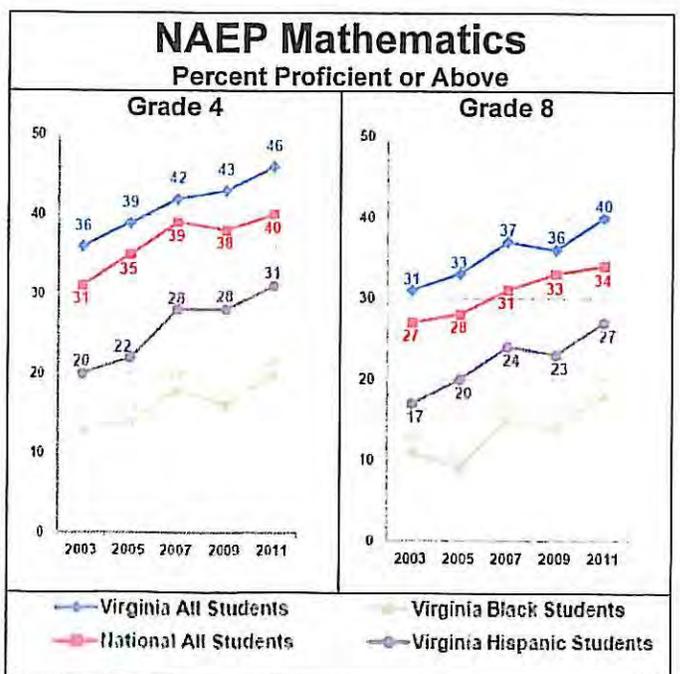
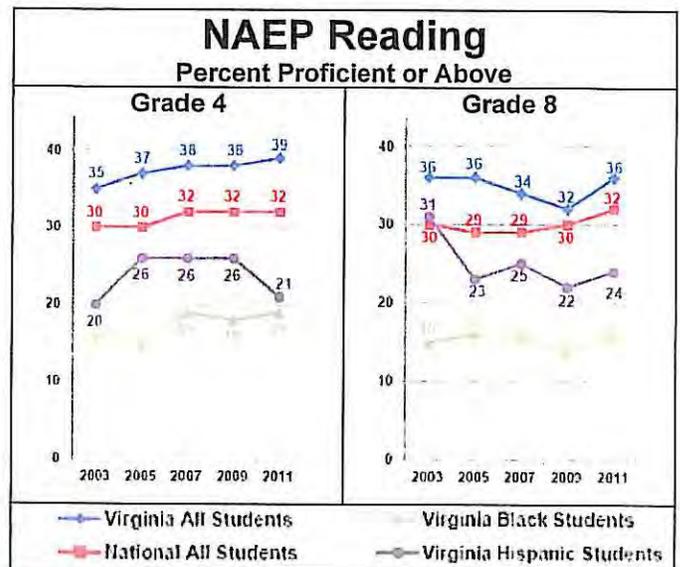
The number of industry certifications earned by Virginia students through career and technical education (CTE) programs has increased by 56 percent since 2008.

In addition 47 percent of students completing a CTE program during 2011, graduated with an Advanced Studies Diploma.



### Virginia and the Nation's Report Card

Virginia public school students rank among the nation's highest achievers on the National Assessment of Educational Progress — also known as the Nation's Report Card — but wide achievement gaps remain.





## FLUVANNA COUNTY PUBLIC SCHOOLS

14455 JAMES MADISON HIGHWAY  
PALMYRA, VIRGINIA 22963  
(434) 589 8208 Fax: (434) 589 2248

To: Fluvanna County Board of Supervisors  
From: Ms. Gena Keller and Chuck Winkler  
RE: FCHS Waste Water Treatment Plant Funding Request  
Date: January 24, 2012 (February 1<sup>st</sup> Meeting)

### **Request:**

Fluvanna County Public Schools (FCPS) requests the allocation of \$100,000 from this year's budget to begin to address concerns at the waste water treatment plant (WWTP) located at the high school site. These funds were included in the original FCPS Capital Improvement Plan, but urgency necessitates the need for this allocation request from this year's budget.

### **Rationale:**

In 2010-11, the Department of Environmental Quality (DEQ) began to state specific concerns at the WWTP. They also began issuing fines in late 2011 with approximately \$4,000 paid to date. DEQ's main concerns were as follows:

- Maintain safe ammonia levels that currently exceed limits.
- Stabilize the flow rates that are at or exceeding daily limits.
- Balance the PH and other mineral levels to allow for safe discharge.
- Employ at least a Class III operator to monitor the sites' daily levels and rates.
- Secure an outside engineering entity to review the WWTP for design issues and future capacity.

As a follow-up during that same year, FCPS contracted with Timmons Engineering and Crabtree & Rohrbaugh to perform a facility study to include the waste water treatment plants at both the high school and middle school locations. Their findings and suggestions regarding the plants are as follows:

- Install a heating system to allow for proper control of the minerals at the high school site. (\$25,000)
- Install an equalization tank to assist with the flow rate at the high school site. (\$75,000)
- Reline the tanks to prolong the life expectancy at the high school site. (\$60,000)
- Install a new plant at the middle school site, since the tanks are deteriorating and in jeopardy of immediate collapse. (\$200,000)

*Above costs include engineering fees and permits*

Since most of this work needs to begin in May-June 2012 in order for completion in August 2012 and to avoid additional fines, FCPS is requesting \$100,000 be allocated immediately to secure engineering design and begin phase-in of all tasks.

The Fluvanna County School Board does not discriminate on the basis of race, color, ethnicity, religion, age, national origin, marital status, disability, sex, status of a parent, or any other legally protected status in the provision of employment services, programs, activities or treatment. The Assistant Superintendent is designated as the responsible person (Compliance Officer) regarding assurances of nondiscrimination. Any complaint alleging discrimination based on a disability shall be directed to the Director for Student Services (the Section 504 Coordinator). Both may be reached at the following address: 14455 James Madison Highway, Palmyra, VA 22963; telephone (434) 589-8208. The Fluvanna County School Board is an Equal Opportunity Employer.

MOTION: I move to authorize the Interim/County Administrator to execute a contract, after County Attorney approval as to form, with Cost Control Associates for telephone and electricity bill audit services, and paid from a portion of the savings achieved from the audits.

**AGENDA**

**BOARD OF SUPERVISORS**

**February 1, 2012**

SUBJECT: Telephone and Energy Audit Services; execution of contract for

TIMING: Needs action to perform audits.

POLICY IMPLICATIONS: This action will allow Fluvanna County to procure Cost Control Associates, under their procurement agreement with NACO, as the County's telephone and electricity bill audit consultant to assess Fluvanna's bills to identify and pursue potential areas of savings.

FISCAL IMPLICATIONS: Moderate savings on monthly telephone and/or electricity bills.

LEGISLATIVE HISTORY: This action was initiated by Frank Pleva, Interim County Administrator in 2010, and was never followed up. The matter was brought to my attention by the Finance Director and we immediately consulted with the County Attorney to prepare this contract for Board action.

DISCUSSION: In these lean times, and really anytime, it seems prudent to explore possible areas of savings regarding our monthly operating costs. Fluvanna County has not recently undergone such an audit, if ever. Cost Control Associates (CCA) has been hired by numerous localities throughout the Commonwealth and achieved savings at various levels. Their procurement by NACO further gives me confidence that it is in a locality's best interest to undergo this activity. The rates proposed by CCA are for a duration of three years and only apply to a percentage of identified savings. The County would realize over half of all savings in all cases, and the entire savings amount after the three year contract period. The contract will be monitored by the Finance Director.

Please advise if further information is desired, or if there are any questions or concerns regarding this proposed contract and course of action.

Staff: Darren K. Coffey, Interim County Administrator

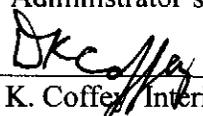
Copy: Renee Hoover, Finance Director

Attachments:

- (1) Draft Contract with CCA
- (2) Letter of Authorization

\*\*\*\*\*

County Administrator's Use Only

  
 \_\_\_\_\_  
 Darren K. Coffey, Interim County Administrator



# COST REDUCTION AGREEMENT-

## NACO

This Agreement is made as of the last date signed below by and between FLUVANNA COUNTY, VIRGINIA, hereinafter referred to as CLIENT, and COST CONTROL ASSOCIATES, INC., hereinafter referred to as CCA.

### I. SERVICES AVAILABLE

Cost Recovery and Reduction Services: CCA will review energy and telecom service types as specified by CLIENT below for the purposes of obtaining refunds (whether by check or account credit) and identifying cost reductions. CCA will file claims, negotiate with suppliers, and implement CLIENT-approved cost-reducing changes. Such cost-reducing changes will be submitted in a report to CLIENT for CLIENT's review and approval.

### II. SERVICES SELECTED

CCA will perform services as described above for CLIENT's energy and telecom services specified with a "yes" below:

Service Type	<i>Please Indicate With a "Yes" Those Items Desired</i>
A. Electricity	YES
B. Natural Gas	
C. Propane, Oil, and Other Petroleum Fuels	
D. Water & Wastewater	
E. Municipal Street Lighting	
F. Telecom Local Services	YES
G. Telecom Long Distance Services	YES
H. Wireless Services-Cellular Phones & Devices	YES
I. Other (specify):	

### III. FEES

CLIENT will pay fees to CCA according to the following schedule:

Accumulated Refunds and Cost Savings	<i>Fee Amount</i>
First \$125,000	45%
Next \$125,000	42%
Next \$125,000	40%
Next \$125,000	38%
Next \$500,000	35%
Over \$1,000,000	30%

This schedule will be applied to Findings, in a cumulative manner, with the first fee bracket being entirely satisfied before moving to the next bracket. Findings will consist of the following items:

- A. **Refunds:** Any refunds recovered due to CCA's efforts are subject to a one-time fee of each refund at the percentage indicated in the schedule above. This fee is payable after the refund check or credit is received by CLIENT. All future cost savings associated with the recovery of refunds are for the CLIENT's full benefit; and

**B. Client-approved Cost Reductions:** For any cost reductions recommended by CCA and approved for implementation by CLIENT, CCA will share in the resulting savings at the percentage indicated in the schedule above for the first 36 months following implementation of the changes. This fee will be payable by CLIENT on a monthly basis. Each month, CCA will calculate the actual savings by taking current usage data directly from the current bill and recalculating this data as if the changes recommended by Cost Control Associates had not been made. This means applying the current rates with and without the changes. The difference between the two amounts is the actual savings realized for the month. Fees are payable on each cost reduction item from the first month the item is fully implemented and continuously thereafter until 36 monthly installments have been billed. However, in the event that a particular cost reduction item is no longer in place, then the fee associated with this savings item will cease to be payable.

Cost reduction recommendations implemented during the term of this Agreement and within 36 months thereafter are subject to this fee. However, any cost reduction items implemented by CLIENT prior to the date of this Agreement and any cost reduction items implemented by CLIENT which were not first recommended by CCA are not subject to this fee as long as notice is given to CCA per Section V(A) below.

In place of being billed monthly as described above, CLIENT and CCA may mutually agree to some other billing methodology as long as such agreement is made in writing.

**IV. TERM:** The initial term of this Agreement is one year. After the initial term, this Agreement will remain in effect on a month-to-month basis unless cancelled in writing by either party with at least 30 days written notice. Any fees due CCA, as indicated in Section III above, will continue to be payable, regardless of cancellation or expiration of this Agreement, for findings in process at the time of cancellation or expiration of this Agreement. Findings in process include refunds identified, but not yet collected; cost reductions implemented, but for which all fees have not yet been billed; and cost reductions identified, but not yet implemented in the event they are implemented.

#### **V. OTHER**

- A. Except as noted on a referenced attachment to this Agreement, CLIENT is not currently working on pursuing refunds or implementing cost reduction items. If CLIENT becomes aware of a refund or cost reduction opportunity other than through CCA's efforts, which CLIENT elects to pursue on its own, CLIENT agrees to notify CCA in writing upon CLIENT'S discovery of the item.
- SEE ATTACHMENT IF CHECKED
- B. CLIENT will cooperate with CCA by signing letters of authority to energy and telecom suppliers, supplying copies of appropriate bills, completing forms and providing other documentation and information during the term of this Agreement and for a period of 36 months after this Agreement expires to the extent that such information is needed by CCA to calculate savings to properly bill CLIENT. CCA should work directly with vendors to effectively collect refunds and implement CLIENT-approved cost reduction items. If CLIENT chooses to pursue a refund or implement a cost reduction item that was recommended by CCA on its own, or should a refund or cost reduction item based on an issue identified by CCA become available to CLIENT based on actions of third parties, CCA is still entitled to its Fees.
- C. Fees are payable to CCA within 20 days of date invoiced. Late fees are payable on invoices more than 10 days past due at the rate of 1.5% per month.
- D. This is the entire Agreement between the parties.
- E. The parties stipulate and agree that, in the event that, in litigation for the resolution of any and all disputes, of whatever sort, arising under or out of this agreement, the Circuit Court of Fluvanna County shall have sole exclusive jurisdiction and venue of all such disputes. In the event of such litigation, the party substantially prevailing shall, in addition to any and all other remedies, be entitled to recover its reasonable expenses of litigation, including, without limitation, its reasonable attorney's fees.

CLIENT by: \_\_\_\_\_  
Signature Date  
\_\_\_\_\_  
Print Name Title

CCA by: \_\_\_\_\_  
Signature Date  
\_\_\_\_\_  
Print Name Title

Date: \_\_\_\_\_

LETTER OF AUTHORIZATION

To Whom It May Concern:

Cost Control Associates has been engaged to review our utility and/or telecom bills. This letter authorizes Cost Control Associates to act as an agent and consultant on our behalf in all matters pertaining to our utility and/or telecom bills including access to billing records, equipment records, service records (including a breakdown of charges per line), and any other information deemed necessary, including regional toll and long distance carrier PIC information. Responses to requests for information or refunds should be made in writing as directed by Cost Control Associates.

Cost Control Associates is authorized to execute changes in rates, meters, services, private area lighting, street lighting, and other changes. Cost Control Associates is also authorized to request refunds and approve resolution of requested refunds.

This authorization will remain in effect for a period of one year from the above date. If you have any questions about this authorization, please contact me.

Sincerely,

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Title

MOTION: I move to authorize the Interim/County Administrator to implement and disburse the funds appropriated by the Board of Supervisors for the Workforce Development and Microfinance initiatives in accordance with the general parameters identified by the Board.

**AGENDA**

**BOARD OF SUPERVISORS**

**February 1, 2012**

SUBJECT: Authorization to implement and disburse funds for the Workforce Development and Microfinance Initiatives.

TIMING: Routine.

POLICY IMPLICATIONS: This action would allow staff to implement the workforce development and microfinance initiatives as tools to spur economic entrepreneurship in Fluvanna.

FISCAL IMPLICATIONS: Initiatives will be implemented and appropriated funds will be disbursed.

DISCUSSION: Authorization to implement and disburse funds for the Workforce Development and Microfinance Initiatives will allow work with community partners to begin. A memorandum of agreement with the Fluvanna Education Foundation (FEF) will be developed, defining the relationship for this scholarship program and detailing the County's expected outcomes for the Workforce Development Initiative. The Microfinance Initiative targets fledgling and established businesses that have difficulty accessing funding from traditional sources. Staff will work with the newly formed Community Investment Collaborative (CIC) and the Fluvanna EDA to develop memorandums of agreements for issuing microfinance loans. The CIC serves the Thomas Jefferson Planning District and is modeled after the Staunton Creative Community Fund (<http://stauntonfund.com>). They focus on assisting entrepreneurs new to business, offering educational support and microloans. The EDA is interested in making microloans to established businesses whose capital needs may fall short of bank interests. By making microloans available through the CIC and the EDA we will be reaching the broadest number of businesses who may seek assistance.

LEGISLATIVE HISTORY:

04/20/2011 Board of Supervisors approved, as part of the motion adopting the FY13 budget, a \$125,000 appropriation for Workforce Development and a \$125,000 appropriation for Microfinance.

12/21/2011 Board of Supervisors presentation on the Workforce Development Initiative. Eligibility requirements for the scholarship awards were presented and included a minimum one year residency and agreeing to volunteer in Fluvanna for two years after receiving a scholarship or grant. The Fluvanna Education Foundation (FEF) expressed willingness to administer the scholarship funds including making eligibility determinations.

Staff: Darren Coffey, Interim County Administrator

Attachments: Community Investment Collaborative Executive Summary  
Community Investment Board of Directors list

## EXECUTIVE SUMMARY

The Community Investment Collaborative (CIC) is a Virginia non-stock corporation that offers financing to micro and small for-profit businesses in Charlottesville and the surrounding counties. By supporting small business growth and expansion, CIC helps to create jobs and strengthen the local economy and community.

### Mission

**CIC's mission is to leverage community resources to provide capital and education to entrepreneurs who have difficulty accessing funding from traditional sources and who seek an educational support system that is relevant to their business needs.** Such individuals include but are not limited to: women, low-to moderate-income individuals, minorities, and students. CIC will accomplish this by providing loans, Crowdfunding<sup>1</sup>, and advisory support to existing and aspiring entrepreneurs in the forms of business training, 1:1 mentoring, and peer gatherings.

### Market need

Micro and small enterprises (MSEs) have low capital requirements, and yet there are limited financing options for their needs. According to the Census Bureau, the Thomas Jefferson Planning District of Virginia<sup>2</sup> has over 26,000 MSEs. Our research indicates that these businesses have difficulty accessing traditional bank financing because their small capital requirements fall below a profitable interest to banks. In addition, many MSE owners have poor credit scores as a result of financing their businesses through credit cards or providing personal guarantees for equipment loans. Another key struggle business owners face is a lack of much-needed technical support, i.e. mentoring and business training, to guide them through business startup, maintenance, and expansion. CIC can address this market gap by assessing a business owner's skills and needs and providing the appropriate advisory and financial support.

### Program: Training

For startup businesses seeking loans, CIC draws upon its community network to provide a 10-session training course:

1. SESSION ONE: Articulating your dream/business
2. SESSION TWO: Who is your audience, what is the need, and how do you answer these questions?
3. SESSION THREE: Refining your business
  - What does your business look like?
  - Where is it located?
  - What are the resources you need to make and deliver the product?
4. SESSION FOUR: Financial statements and how to write the model
5. SESSION FIVE: Refining your business & beginning your plan
6. SESSION SIX: Operational planning
7. SESSION SEVEN: How to make the pitch with and without access to technology
8. SESSION EIGHT: Make your pitch & feedback
9. SESSION NINE: The basics of business
  - How to file articles of incorporation
  - Tax strategy
  - Licensing
  - Business contracts
  - Boards
10. SESSION TEN: Business etiquette and how to dress for success

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<sup>1</sup> Crowdfunding refers to the popular web-based phenomenon whereby a project raises investment capital from the "crowd"; each individual investing small-time amounts to collectively meet the entrepreneur's total financing requirements.

<sup>2</sup> The Thomas Jefferson Planning District includes the city of Charlottesville and the counties of Albemarle, Greene, Fluvanna, Nelson, and Louisa.

### Program: Financing

For qualifying startups and businesses seeking expansion, CIC will provide appropriate funding mechanisms and match entrepreneurs with experienced mentors drawn from our networks, such as SCORE, Small Business Development Center (SBDC) and Banah Familia counselors, for continued guidance and monitoring, especially during a loan repayment period. A loan review board will determine which of these businesses are eligible for **incremental financing up to \$35,000**. Approved borrowers must undergo relevant training and business planning, continue with their mentors, and submit monthly financial statements during the term of the loan.

Another financing option for CIC clients may be our Crowdfunding vehicle that we plan to develop – a web platform that allows the local community to contribute to clients’ businesses in return for in-kind rewards as offered by the client. CIC will require clients accessing Crowdfunding to undergo the same training and mentoring as borrowers.

### Financial requirements

CIC will apply for a 501(c)(3) nonprofit determination and require funding for three purposes: (1) tax-deductible donations totaling \$205,925 from philanthropic individuals and organizations to support administration and operations during the first three years; (2) grant funding and donations totaling \$264,500 to create a revolving loan fund for lending to qualifying MSEs; (3) grant funds totaling \$30,000 to develop our website to include the Crowdfunding platform and an online store for local businesses. Our **total funding requirement over three years is \$500,425**. To date, **CIC has raised a \$10,000 grant** from Piedmont Housing Alliance **to support the research and writing of this business plan, a \$7,500 grant, for planning & two pilot loans** from the Virginia Enterprise Initiative, **\$6,000 to support the Program Director’s salary** during its startup phase and a **\$5,000 in-kind contribution for the development of a contact management database** from Web Data Corporation, a private software company run by CIC Adviser Gordon Bennett, a **\$100 donation** from Peter Costigan for a Center for Nonprofit Excellence membership, and a **\$500 donation** from Helen P. Holt in contribution to our revolving loan fund.

### Governance

CIC will assemble a Board of Directors comprising respected individuals from the local business community and will initially operate with a single paid employee supported by its current Advisory Board to manage fundraising, operations, and marketing. In the future, CIC may incorporate a for-profit “mutual fund” entity with the same programmatic elements, which will allow funders to receive a return on their investments and facilitate a broader financial reach for CIC to support more entrepreneurs.

## **BOARD OF DIRECTORS**

**Gordon Bennett (Secretary)** is the owner of Web Data Corporation, incorporated in February of 1998 to focus on developing rich, client-side web applications for business, education and government. Prior to Web Data Corporation, and before coming to the U.S. in 1978, Gordon was in the music business as an entertainer, record producer and music publisher in England.

In 1980 Gordon started a celebrity licensing business based in Los Angeles. Between 1980 and 1986, the licensing company represented many celebrities and music luminaries.

Following that he started a mail-order business, which grew into a wholesale distribution company and was run with his wife for eleven years. A year after starting the mail-order business, Gordon raised capital with an idea and business plan to start a financing company for the interior design industry.

When the internet started to take off, Gordon used his self-taught computer programming skills to create enterprise, online business and e-commerce sites, and later formed Web Data Corporation to focus entirely on web application development. Since 2005, Web Data Corporation has been selling its flagship online Surplus Property Management System to universities and state governments throughout the U.S.

**Wendy Brown (Treasurer)** founded the Center for Nonprofit Excellence (CNE) in 2006; she served on the Board of Directors from 2005-2011, including as Vice Chair of the Board. CNE was formed to strengthen the capacity of the nonprofit sector, and therefore the community, through training and technical assistance, information sharing, education, collaboration and mentoring. Wendy developed CNE using a unique model that leverages volunteer expertise in nonprofit and private enterprise, on-line resources, management consulting techniques, and partnerships with national organizations to enhance the effectiveness and efficiency of local nonprofits. She was awarded the 2008 Emily Couric Community Advocacy Award. In 2011, CNE was awarded both the Thomas Jefferson United Way's Award of Excellence in Governance and the Charlottesville Innovative Business Council Community Award for the enterprise or individual who exemplifies the greatest commitment to and impact on improving the quality of life in Central Virginia through community involvement. CNE currently has more than 270 member organizations, ranging from start-ups to established entities with budgets of more than \$4,000,000.

Before starting CNE, Wendy's work experience included corporate development for the Darden School of Business Administration and early involvement in rapidly growing small companies. As Associate Publisher for the Kelly Group, she launched the custom division of wellness publications for clients Kaiser Permanente, MetLife and Blue Cross-Blue Shield VA. She earned an MBA from the Darden School ('91) and a BA from Connecticut College.

She has served the Charlottesville community for over twenty years in many capacities: a volunteer tutor and board member with the Literacy Volunteers of America, a member of the vestry at Church of Our Savior, vice-president of Buford School's Parent/Teacher Association, a member of the Strategic Planning Advisory Committee for the Charlottesville

District School System and a member of the Charlottesville Area Community Foundation Advisory Board. In addition, she serves on the Educational Foundation Board of Piedmont Virginia Community College, is a board member for the Charlottesville Free Clinic and serves on the screening committee for the United Way's Initiative for Effective Nonprofits.

Wendy's expertise is: nonprofit governance and board development, business strategy, and all aspects of resource development.

**Toan Nguyen (President)** has a passion for starting businesses. In 1997, he started Shelf Life, Inc., a company that designed and manufactured wooden bookshelves and furniture. In 2000, Toan and his wife, Betsy Patrick, started C'ville Coffee, a popular meeting place for families, students, and business people. In 2007, Toan and Betsy started C'ville Cookies Co., a company dedicated to spread the fame of the highly addictive "Honey Bunches" cookies nationwide. Currently, Toan and a partner are forming Smart Systems Heating and Cooling Co., an installation and servicing company, to capitalize on the strong demand of HVAC industry.

Before embarking on the entrepreneurial journey, Toan worked as a professional photographer for the Houston Astros, a chef at a gourmet restaurant, a draftsman in an architecture firm, a construction manager at a development company, and as a sales and marketing manager at Carrier Corporation. Born in Saigon, Vietnam, Toan was raised in Bruxelles, Belgium, and has lived in Heidelberg (Germany), Paris (France), Houston, Alexandria, San Francisco, Syracuse, and Hartford, CT.

Toan and his family have strong attachments to Charlottesville and the University of Virginia. Betsy received her J.D. from its Law School. Toan received a B.S. from its Architecture School and an M.B.A. from its Darden School of Business. Their daughter is a Second-Year student majoring in French at its College of Arts and Science. Being involved with CIC is a way for Toan to give back to the community for all the blessings that he has received from this wonderful community.

MOTION: I move to limit the Rural Rustic Road improvement on Garden Lane from Route 53 to a safe point past the Aqua Virginia entrance, as determined by VDOT.

**AGENDA**

**BOARD OF SUPERVISORS**

**February 1, 2012**

SUBJECT: Rural Rustic Road Improvement for Garden Lane

TIMING: Needs action to amend the request.

POLICY IMPLICATIONS: This action will allow VDOT to truncate the road improvement at the request of the County. This will minimize the impact to Lake subdivision owners who currently access their properties from Garden Lane (to access their backyards). The hope is that by not improving the entire length of road, it will also discourage traffic going to the dead end and turning around.

FISCAL IMPLICATIONS: None.

LEGISLATIVE HISTORY: This road improvement was previously requested by the Board (July 20, 2011) and is now on VDOT's project list for 2012.

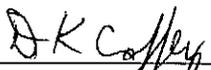
DISCUSSION: This item was discussed at the January 18, 2012 meeting and it was asked to be placed back on this agenda for action. The neighbors were not notified of this improvement once it was determined that there would be no negative impact to any of the Lake subdivision neighbors which was a concern expressed at the meeting. VDOT is ready to proceed once the Board has acted and staff is not aware of any other issues regarding this item

Please advise if further information is desired, or if there are any questions or concerns regarding this proposed contract and course of action.

Staff: Darren K. Coffey, Interim County Administrator

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Darren K. Coffey, Interim County Administrator



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# COUNTY OF FLUVANNA

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## MEMORANDUM

TO: Board of Supervisors  
FROM: Renee Hoover, Finance Director  
SUBJECT: Contingency Balance  
DATE: January 26, 2012

The balances for the BOS and grant contingency lines for FY12 are as follows:

<u>Board of Supervisors Contingency:</u>	\$100,000.00
Minus Donation to Town of Columbia 8.3.11	3,000.00
Minus Reimbursement of Livestock Claims 9.7.11	2,540.00
Minus Legal Services from Lawsuit 10.19.11	5,598.45
Minus Create Economic Development Director 10.19.11	54,000.00
Minus Erosion and Sediment Control Plan 11.2.11	7,800.00
Minus Legal Services from Lawsuit 11.16.11	2,923.70
Minus Legal Services from Lawsuit 12.7.11	11,928.91
Minus Facilities Work at the SPCA 12.7.11	10,000.00
Minus Award to Rothamel 12.21.11	2,208.94
Add Previously Approved Eckert Seamans 12.21.11	21,987.53
Minus Impact Study for Water Line TJPDC	<u>4,000.00</u>
Total Board of Supervisors Contingency	<u>\$ 17,987.53</u>