



Board of Trustees Meeting

Lakewood Campus, Rotunda, Building 3

Zoom Link for those who cannot attend in person:

<https://cptc-edu.zoom.us/j/83543974093>

Wednesday, May 14, 2025

Study Session: Cancelled

Regular Meeting: 4:00 – 5:25 p.m.

Regular Meeting Agenda

4:00	Call to Order, Flag Salute, Land and Labor Acknowledgement, Introductions	Jesus Villegas Rivera	
	Adoption of Agenda	Jesus Villegas Rivera	
	<i>Action</i>		
	Approval of the Meeting Minutes of April 9, 2025	Jesus Villegas Rivera	Tab 1
	<i>Action</i>		
4:10	Public Comments	Jesus Villegas Rivera	
4:15	President's Report	Dr. Joyce Loveday	
	• Student Success – Elias Dzul		
	• Miscellaneous		
4:30	College Reports or Highlights		
	<u>CAAB Report</u>	Leilani Up, Tanner Jarvis	Tab 2
	<u>CAAB Budgeting Process</u>	Jessica Wallack	Tab 3
	<u>3rd Quarter Financial Report</u>	Amelia Grayson	Tab 4
	<u>Corrections Program</u>	Stephenie Jekel and Chastity Pennington	Tab 5
5:05	Chair's Report.....	Jesus Villegas Rivera	
5:10	Board Reports and/or Remarks	All	
5:15	New Business	Jesus Villegas Rivera	
	None		

5:20 Executive Session Jesus Villegas Rivera

The Board may hold an executive session for purposes allowed under the Open Public Meetings Act. Legal purposes include, to consider acquisition or sale of real estate; to review negotiations of publicly bid contracts; to receive and evaluate complaints or charges brought against a public officer or employee; to evaluate the qualifications of an applicant for public employment; to review the performance of a public employee; and to discuss with legal counsel matters relating to agency enforcement actions, litigation, or potential litigation. Before convening in executive session, the Board Chair will publicly announce the purpose for executive session and the time when the executive session is expected to conclude.

None

5:25 Adjournment Jesus Villegas Rivera



Board of Trustees Meeting

South Hill Campus, Room 114

Zoom Link for those who cannot attend in person:

<https://cptc-edu.zoom.us/j/83543974093>

Wednesday, April 9, 2025

Study Session: Cancelled

Regular Meeting: 4:00 – 5:20 p.m.

Regular Meeting Minutes

Call to Order, Land and Labor Acknowledgement, Introductions: Trustee Phillips called the Regular Meeting of the Board of Trustees for Clover Park Technical College (CPTC) to order on April 9, 2025, at 4:09 p.m. followed by the flag salute.

Board of Trustees Present:

Adria Buchanan – Via zoom

Tong Zhu

Jesus Villegas Rivera

Alice Phillips

College President: Dr. Joyce Loveday

Assistant Attorney General (AAG): John D. Clark – via Zoom

Excused Absences: Eli Taylor

Executive Team:

Amelia Grayson, VP for Finance and Administration

Dr. James Neblett, Associate VP for Human Resources and Culture

Adoption of the Agenda

MOTION:

Motion to adopt the agenda as presented, was made by Trustee Phillips and seconded by Trustee Zhu. The motion was approved unanimously.

Approval of the Minutes (Tab 1)

MOTION:

Motion to adopt the minutes of the March 12, 2025 Board meeting as presented, was made by Trustee Phillips and seconded by Trustee Zhu. The motion was approved unanimously.

Public Comments

None

President's Report

Dr. Loveday Thanked everyone in attendance for coming, stating that she was glad to be on the east side of our district.

Student Success

She introduced Alexandria Franchini who is a recent graduate of our Aviation Maintenance Technician program. Ms. Franchini said that her story at CPTC started in 2021 when she took a trip throughout America ending at Kitty Hawk. Her thoughts throughout her trip kept leading her back to aviation. Following her trip, she studied for her private pilot's license, and then investigated aviation maintenance programs. CPTC left a great impression on her, so she signed up for the AMT program here.

In August of 2022 she received a severe injury at work requiring her arm to be placed in a cast for most of her time at CPTC. Despite her fears that she would not be able to perform the work with one arm, she kept pushing forward. Having completed the AMT program, she is now looking forward to her future with confidence earned through her experiences here. She thanked her many teachers here for their support. She finished her time in the program, taking the FAA professional license exam, and passing with 91 percent. She is now getting ready to continue her education at Embry Riddle, working toward a bachelor's degree in AMT.

Chair Villegas Rivera congratulated Ms. Franchini and asked her why she was attracted to CPTC. She said that she felt ignored at another school she toured, but felt comfortable and welcome in our program.

Trustee Zhu was impressed by Ms. Franchini's drive and was proud of both her and the good work of CPTC.

Trustee Phillips asked what her goals are. She replied that she wants to work at Boeing. She is attracted to both general aviation and safety. Ms. Phillips encouraged her to remember that she has earned her seat at the table, and never give it up.

Trustee Buchanan asked what are the soft skills Alexandria had learned in the program. She said that with the help of her instructors who pushed her when she was injured, she learned that she can do anything, and that asking for help is not a sign of weakness.

Miscellaneous

For the last two days CPTC employees have been participating in Charting Our Future, the Power of Us, a seminar sponsored by Graduate Tacoma. During the event, CPTC's Financial Aid Department was honored with the Community Impact Award, having been nominated for their important role in Pierce County.

The Winter quarter is now complete and spring quarter has begun, continuing the upward trend for enrollment.

Dr. Loveday has been engaging in advocacy both in person in Olympia, and electronically in tandem with efforts by the Board of Trustees. The budget outlook is not good, but we don't know exactly what that means to us yet.

SkillsUSA WA held its state championship on our campus for the third consecutive year. 3000 students participated in the competition. CPTC entered college-level participants for the first time, and several students earned medals allowing them to compete on the national level. Many faculty assisted in the competition, and Dr. Loveday is proud of our involvement.

Our eastside training center has high school students starting April 1 in both electrician low voltage and HVAC programs. This is an important initiative in an area of Pierce County with few resources. Unfortunately, the loss of U.S. Department of Education staff has resulted in delay of approval to offer federal financial aid to students enrolled at the site. This is normally a six-week process. We are still waiting, and it has now been four months.

Trustee Zhu asked what CPTC will do if the Department of Education does not come through. Dr. Loveday replied that we will work with non-federal aid partners, and high school students. Next week Senator Patty Murray will be visiting CPTC, and Dr. Loveday will share this problem with her.

Chair Villegas Rivera expressed his gratitude for the continued hard work of CPTC staff and faculty.

College Reports or Highlights

CAAB Report (Tab 2)

Elias Dzul provided a report from the Campus Activities and Advocacy Board (CAAB). Because the Spring quarter has just begun, the report consisted of data from Winter quarter.

Trustee Phillips asked about plans for the new quarter and was told that the first activity is a Nintendo super smash bros event.

Overview of Aviation (Tab 3)

Greg Doyon AMT instructor and South Hill Campus liaison presented an overview of the Aviation program at Clover Park Technical College's South Hill Campus.

Mr. Doyon noted that the campus is 24 years old, and provided an overview of the programs maintained there.

Avionics (aviation electronics) leads to two possible industry certifications. It typically has 10-18 students enrolled.

The Aviation Maintenance Program has been in operation since 1942 when it was begun in Lakewood as part of the World War II effort. Successful students receive FAA licensure. There are typically 95 or more students enrolled with 40 on a wait list. The current wait list is over 1.5 years.

The Professional Pilot program is a multi-level pilot training program, that can culminate in a commercial pilot certificate. Because we are an institution of higher education, our programs require fewer flight hours than other pilot schools to achieve certifications. This program is working to expand its offerings with a bachelor's program. The bachelor's program would further reduce the number of flight hours needed.

Mr. Doyon noted that the campus is looking forward to new aircraft that have been ordered. Thanks to the Board of Trustees' support.

Mr. Doyon noted that recently, a partnership with Pierce County has allowed the college to acquire electric aircraft propulsion equipment so that our students can be trained in this cutting-edge technology.

The next part of Mr. Doyon's presentation focused on planning considerations for the future.

He noted that the AMT program is in need of newer model engines for students to work on. There is a long lead on orders. 10 units could cost a million and take a year to get. Used items have similar costs and timeframes. With some research, the aviation program has been able to locate experimental engines which would be less. All estimates are based upon pre-tariff quotes.

When the new airplanes arrive, protective structures will be needed to store the new aircraft out of the weather. Although the weather is not generally a danger in itself, it can cause delays in training, and moving aircraft from place to place is an opportunity for mishaps.

Trustee Phillips noted that aside from the recent decision to replace aircraft, there have been no major requests since the aviation campus was built. She noted that the current strategic expenses are the result of not keeping up with equipment needs over time. She said that we owe it to our students to provide that going forward.

Amelia Grayson noted that the South Hill campus currently includes 10 acres, and that she has been involved in looking at asset protection in the form of t-hangers.

Mr. Doyon went on to note that having spare engines for flying aircraft would also be useful to prevent grounding of aircraft during repairs and maintenance.

The airport where the South Hill campus is located is going to have some maintenance done in the near future requiring it to be temporarily shut down. CPTC is looking at expanding to other facilities both to address the temporary situation, and also for long term program expansion which could also alleviate crowding at South Hill.

Crowding is also a problem for parking at this campus due to the popularity of the programs. Options are being considered.

Dr. Loveday noted that the programs' quality creates both high demand and good student retention.

Trustee Zhu asked how long it takes a student to complete the programs and how much they cost.

The full commercial pilot program costs \$70-80,000, and requires about 2.5 years. With two years more experience, a student can become an airline pilot.
A private pilot program takes about 6 months and costs \$15-20,000.

Trustee Zhu also asked if there are any private funding sources. There are only funds available for the students, not for operations expenses.

Trustee Buchanan asked if students have to pay for their own insurance, and was told that the insurance is covered by college through Washington State Department of Enterprise Services.

Chair's Report

Chair Villegas Rivera appreciated the detailed information about aviation programs, as it helps the Board advocate. He would be interested in more presentations of this type.

Board Reports and/or Remarks

Trustee Zhu noted that these are trying times, stating that we must stay strong, and thanked everyone of their work.

Trustee Phillips stated that our “kids” are being attack. These are attacks on the skilled trades which made our country. Thanks to staff. Thanks students too as we navigate our current difficulties. She encouraged all to hang in. She also Thanked our fellow board members noting that she has recommitted for another term because she believes in what we do.

Trustee Buchanan said that she looks forward to future small and not-so-small wins.

New Business

None

Executive Session

None

Adjournment

Motion to adjourn the meeting at 5:37 was made by Trustee Phillips and seconded by Trustee Zhu. The motion was approved unanimously.

Dr. Joyce Loveday
President
College District Twenty-Nine

Jesus Villegas Rivera
Chair, Board of Trustees
College District Twenty-Nine

CAMPUS ACTIVITIES & ADVOCACY BOARD REPORT

MAY 2025



Highlights
Partnerships
Student
Advocacy



2025-2026 S&A

OVERVIEW OF PROCESS AND STATUS

Overview

- WHAT ARE S&A FEES
- WHAT DOES THE S&A FEE BUDGET PROCESS LOOK LIKE
- THE ROLE OF THE BOARD OF TRUSTEES

Overview of Initial Allocations

- ▶ Student Wages for 9 different student teams: \$232,077
- ▶ Salaries & Benefits for 3.55 Pro-Staff: \$349,511
- ▶ Basic Needs Supports: \$20,000
- ▶ Student Centers: \$51,065
- ▶ Engagement Opportunities: \$85,000
- ▶ New Student Orientation: \$5,000
- ▶ Graduation: \$10,000
- ▶ And others areas for a total budget allocation of \$826,323

Next Steps

- ▶ Approval by the Campus Activities & Advocacy Board – May
- ▶ Approval by the Board of Trustees - June



Financial Report

FY2024 -25, Period Ended March 31, 2025

Prepared by the Clover Park Technical College Finance Department

Clover Park Technical College
Statement of Revenues and Expenditures by Fund
FY2024-25, Period Year Ended March 31, 2025
Cumulative Beginning July 1, 2024
UNAUDITED

Fund	Description	Beginning Fund Balance	Revenue	Expenses	Ending Fund Balance	Actual Net to Date
001	General Fund	5,099,186	(17,318,524)	17,318,524	5,099,186	-
060	State Building Fees	(1,947)	(1,241,287)	1,241,287	(1,947)	-
08A	Education Legacy Trust	859,368	(1,376,454)	1,376,454	859,368	-
24J	Workforce Acct	610,437	(2,679,977)	2,679,977	610,438	-
149	Operating Fees/Tuition	(20,548,256)	(9,843,193)	12,573,660	(17,817,789)	2,730,467
790	Unallocated-Operating	(5,165,265)	(368,385)	1,518	(5,532,132)	(366,867)
	<i>Operating Subtotal</i>	<i>(19,146,477)</i>	<i>(32,827,820)</i>	<i>35,191,421</i>	<i>(16,782,876)</i>	<i>2,363,600</i>
145	Grants and Contracts	(943,303)	(4,223,544)	3,847,471	(1,319,376)	(376,073)
146	Local Contracts	(5,338,795)	(3,211,577)	2,579,525	(5,970,847)	(632,052)
147	Plant	257,857			257,857	-
148	Local Dedicated	(4,690,292)	(3,556,906)	1,896,232	(6,350,966)	(1,660,674)
522	Associated Students	(1,556,593)	(1,301,385)	438,846	(2,419,132)	(862,539)
524	Bookstore	8,046	(493,598)	419,433	(66,119)	(74,165)
528	Parking	62,100	(206,119)	128,614	(15,405)	(77,505)
561	Innovation Fund	(22,127)	(201,277)	201,277	(22,127)	-
570	Other Auxiliary Enterprises	(117,955)	(826,778)	1,133,255	188,521	306,477
860	CPTC Financial Aid	(1,449,867)	(430,588)	378,200	(1,502,254)	(52,388)
	<i>Other Subtotal</i>	<i>(13,790,928)</i>	<i>(14,451,773)</i>	<i>11,022,853</i>	<i>(17,219,848)</i>	<i>(3,428,919)</i>
057	State Capital Projects	168,714	(2,355,711)	2,355,711	168,714	-
060	State Capital Projects/Debt	-	(968,664)	968,664	-	-
	<i>Capital Subtotal</i>	<i>168,714</i>	<i>(3,324,375)</i>	<i>3,324,375</i>	<i>168,714</i>	<i>-</i>
	Total	(32,768,691)	(50,603,968)	49,538,649	(33,834,010)	(1,065,319)

Clover Park Technical College
FY 2024-25, Third Quarter Budget to Actuals
As of March 31, 2025
Non-GAAP Budgetary Basis Reporting
UNAUDITED

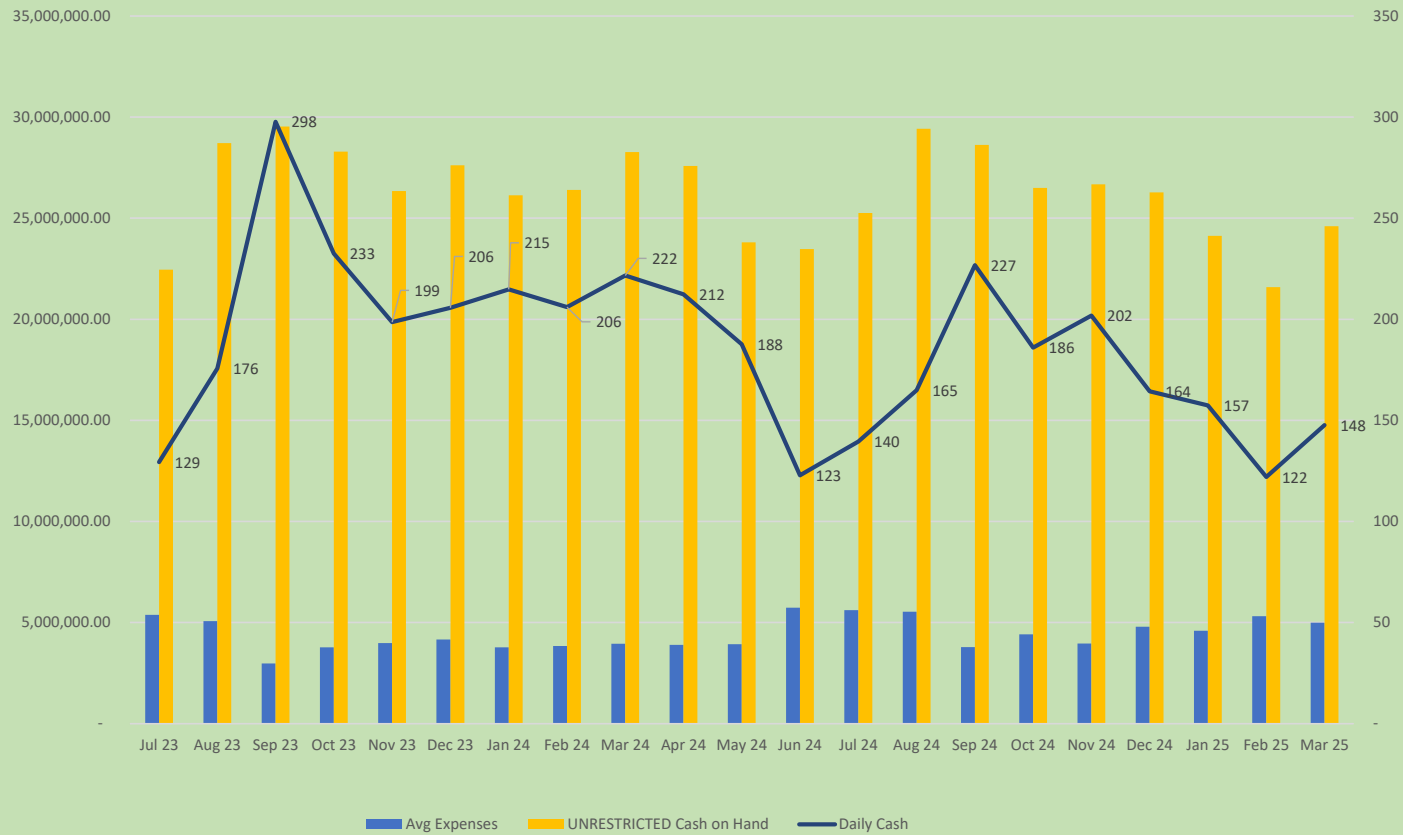
*75% of Fiscal Year
Completed*

REVENUE	Budget	Actual	Actuals as Percent of Budget
Net tuition and Fees	13,410,140	15,568,867	116.1%
Running Start	1,350,000	684,179	50.7%
NWCTHS Support	2,750,000	1,380,350	50.2%
Total Student Revenue	17,510,140	17,633,396	100.7%
State Operating Appropriation	36,234,879	21,374,933	59.0%
State Capital Appropriation	3,324,375	3,324,375	100.0%
Grants and Contracts	3,396,062	3,396,062	100.0%
Corporate Education	1,853,773	1,873,803	101.1%
Other Operating Revenue	421,800	763,181	180.9%
Investment Income	1,000,000	917,841	91.8%
Total Other Operating Revenue	46,230,889	31,650,195	68.5%
Bookstore	753,750	599,408	79.5%
Event Services	551,000	315,661	57.3%
Hayes Development Center	1,178,250	405,308	34.4%
Total Auxiliary Revenue	2,483,000	1,320,377	53.2%
Total Revenue	66,224,029	50,603,968	76%
EXPENSES			
Salaries and Wages	34,917,135	27,117,398	77.7%
Employee Benefits	11,796,265	8,455,840	71.7%
Capital Outlay	1,323,523	1,340,417	101.3%
Goods and Services	7,481,550	6,010,329	80.3%
Repairs and Maintenance	3,275,595	2,756,416	84.2%
Travel	296,810	178,993	60.3%
Utilities	1,100,589	690,467	62.7%
Scholarships and Aid	1,677,519	877,600	52.3%
Debt Service	3,507,250	668,625	19.1%
Building and Innovation	1,365,390	1,442,564	105.7%
Total Operating Expenses	66,741,626	49,538,649	74.2%
Net Income (Loss) before use of reserves	(517,597)	1,065,319	

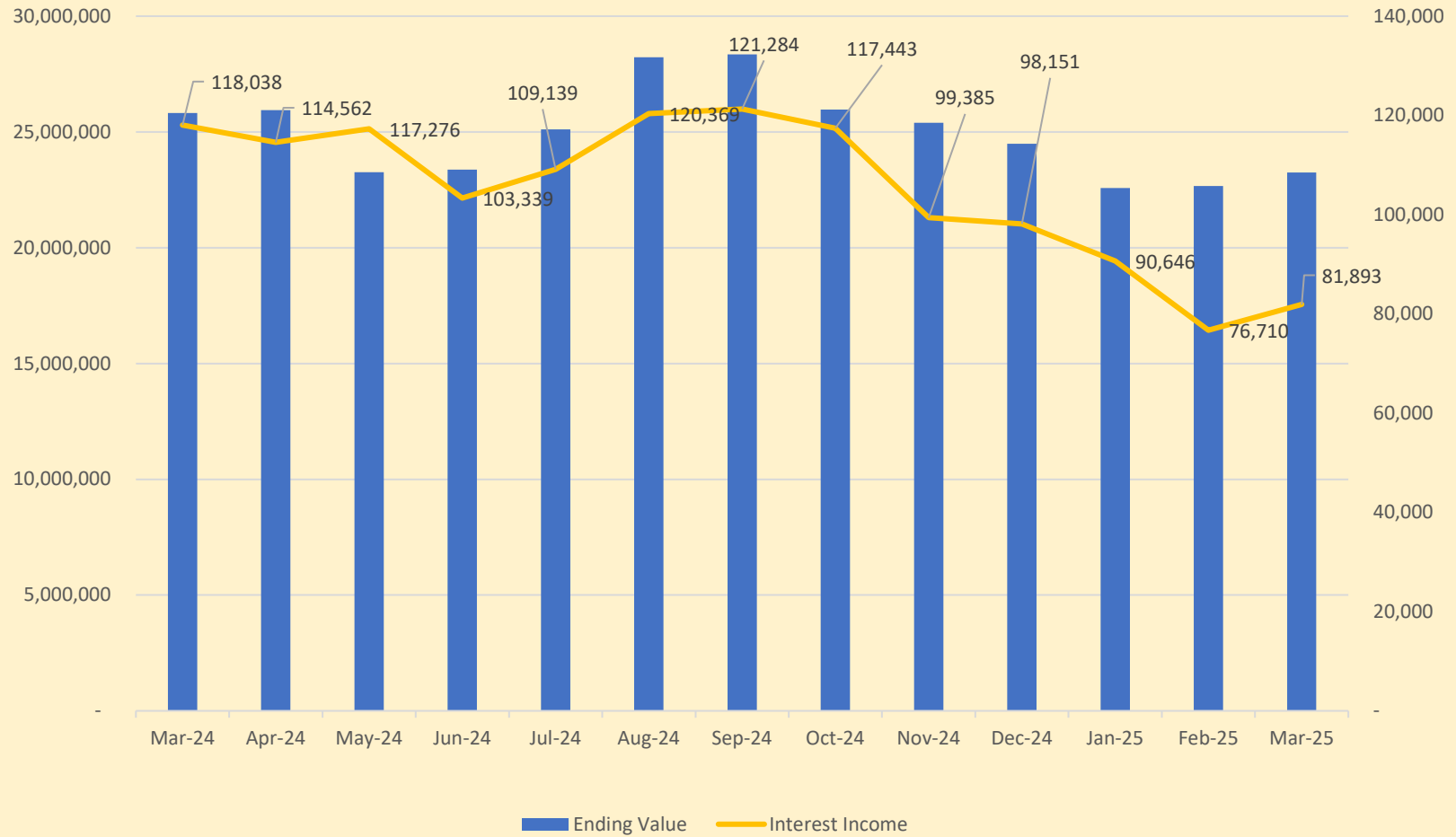
Clover Park Technical College

Estimated Days Operating Cash on Hand

For Period July 2023 through March 31, 2025



**Clover Park Technical College
Investment Portfolio - LGIPs
For 12 Month Period Ended March 31, 2025**



Steph Jekel
Corrections Education Reentry
Community Navigator



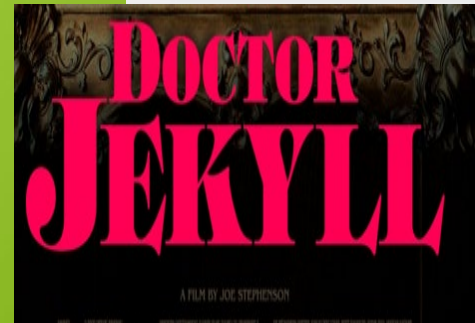
Education Re-Entry Navigator

The primary responsibility is to support returning citizens throughout the enrollment process and help identify funding opportunities for their educational expenses. Additionally, I can connect students with various community resources to facilitate a successful reentry, educational attainment, and overall career development.

While helping to build safer communities promoting long-term stability and independence. We are all actively reducing the tax burden for Washingtonians, for every \$1.00 spent on educational programing while incarcerated through 3 years post release we save \$5.00.



LOADING ...



CLOVER PARK
TECHNICAL COLLEGE

Corrections Education Reentry Community Navigator/DOC at CPTC

- Coordinate with regional and local community corrections offices , community correction officers, and community reentry staff including training on educational opportunities available through the community colleges.
- Reach into prisons to recruit and educate incarcerated individuals about opportunities in the community college system.
- Collaborate with prison-based corrections education programs to ensure a seamless transition for participants.
- Assist participants with enrollment, financial aid applications, career planning and referrals to support services.
- Connect and co-enroll participants in other support services available at the college including, when eligible, Basic Food Employment and Training, WorkFirst, Worker Retraining and services provided under the Workforce Innovation and Opportunity Act.
- Develop peer-mentoring programs and facilitate the creation of student support groups made up of formerly incarcerated individuals.

Corrections Education within Facilities



1. Centralia College
Cedar Creek Corrections Center
Washington Corrections Center
2. Edmonds College
Monroe Correctional Complex
3. Grays Harbor College
Stafford Creek Corrections Center
4. Peninsula College
Clallam Bay Corrections Center
Olympic Corrections Center
5. Spokane Community College
Airway Heights Corrections Center
6. Olympic College
Mission Creek Corrections Center
WA Corrections Center for Women
7. Walla Walla Community College
Coyote Ridge Corrections Center
Washington State Penitentiary

Community-based Navigators



- 1) Olympic College
- 2) Centralia College
- 3) Lower Columbia College
- 4) Skagit Valley College
- 5) Edmonds College
- 6) Renton Technical College
Seattle Central
South Seattle College
- 7) Clover Park Technical College
- 8) Yakima Valley College
- 9) Spokane Community College
- 10) Columbia Basin College



OUR STUDENTS

Approximately 1 in every 3 adults have a criminal record in the U.S.

- Barriers to jobs, occupational licensing, housing, and higher education opportunities

<https://www.ncsl.org/civil-and-criminal-justice/criminal-records-and-reentry-toolkit#:~:text=Approximately%2077%20million%20Americans%2C%20or,housing%2C%20and%20higher%20education%20opportunities.>

OUR STUDENTS

- Incarcerated people who participate in postsecondary education programs are 48 percent less likely to recidivate than those who do not. (Vera Institute of Justice, 2020)
- Average age of students in PEP programs is 30. (OCE/CEA, 2001)
- Youth in incarceration without access to education experience the highest rates of recidivism. (OCE/CEA, 2001)
- For every dollar invested in education in WA, 19.74 is saved from reduced recidivism. (Washington State Institute for Public Policy, 2023)

Trivia

What is the most significant challenge in successfully reducing the recidivism rate?



Employment

Education

- When Justice-Involved Individuals are given the opportunity to acquire job skills, they are more likely to succeed in the community after release. Successful individuals contribute to the community through employment, tax payments, restitution, and support for family members.
- Educated Justice-Involved Individuals have lower rates of recidivism, leading to a decrease in long-term costs for taxpayers.
- In 2015, 34% of Justice-Involved Individuals committed another felony within three years of release.
- In 2020, the number went to 22% Justice-Involved Individuals committed another felony within three years of release.

How to support our justice impacted students?

- Please keep in mind that institutionalization is a reality.
- Communicate concepts using the K.I.S.S. principle: Keep It Simple & Straightforward.
- Establish clear boundaries and expectations.
- Facilitate their connection to the campus navigator.
- Students impacted by the justice system are just like all other students; we are all here to enhance our lives.