

**DEPARTMENT OF EDUCATION**  
P. O. BOX 2120  
Richmond, Virginia 23218-2120

CAREER AND TECHNICAL EDUCATION MEMO NO. 103-16

**DATE:** May 20, 2016

**TO:** CTE Administrators

**FROM:** Lolita B. Hall, Director  
Office of Career and Technical Education

**SUBJECT:** **The New Energy and Power Program Workshop for School Administrators,  
June 16, 2016**

The Virginia Department of Education (VDOE) in collaboration with the Virginia Energy Workforce Consortium, is pleased to introduce the new Energy and Power program to school administrators. The *Energy Industry Fundamentals Administrator Workshop* will be held at the [Southern Virginia Higher Education Center](#), June 16, 2016, from 8:30 a.m. – 3:30 p.m. It will focus on workforce needs of the industry and the courses available to assist students in attaining the technical skills and credentials for entry into this sector. For more details refer to the agenda below.

Lunch will be provided by the Mecklenburg Electrical Co-op. Travel related expenses are the responsibility of participants. This is an allowable expenditure of federal Perkins funds if included in the approved local career and technical education plan. There is no registration fee for the workshop, but pre-registration is required. Please complete the attached registration form and return it to the Office of Career and Technical Education, at [CTE@doe.virginia.gov](mailto:CTE@doe.virginia.gov) or by fax at (804) 530-4560 by June 3, 2016.

If you have questions, please contact Dr. Lynn Basham, technology education and related clusters specialist, Office of Career and Technical Education, at [CTE@doe.virginia.gov](mailto:CTE@doe.virginia.gov) or by telephone at (804) 225-3119.

LBH/aab

Attachment

Energy Industry Fundamentals Administrator Workshop  
Southern Virginia Higher Education Center  
South Boston, Virginia  
June 16, 2016

8:30 a.m.	Welcome and Introductions	Dr. Betty Hope Adams, Executive Director, SVHEC
8:45 a.m.	Energy and Power Curriculum and Support Material	Dr. Lynn Basham Technology Education Specialist Virginia Department of Education
9:15 a.m.	What Industry Needs	John Lee, CEO Mecklenburg Electric Co-op
9:30 a.m.	Energy Industry Fundamentals Certification	Dr. Lynn Basham
10:30 a.m.	Developing Partnerships with Industry	Leilani Todd, Vice President of Human Resources Mecklenburg Electric Co-op
11:00 a.m.	Energy and Power Boot Camp	Leilani Todd
11:45 a.m.	Drive to lunch and tour of Clover Power Plant	
12:00 p.m.	Lunch Provided by Mecklenburg Electrical Co-op	
1:00 p.m.	Tour of Power Plant	