



December 17 2009

**MEMORANDUM**

**TO:** CTI (Georgia Career and Technical Instruction) Coordinators

**FROM:** Mary Donahue, CTI State Coordinator

**SUBJECT: CTI Winter Region Meetings**

The Winter Region Meetings will be held Thursday, January 28, 2010. During the meetings you will receive DOE updates and all pertinent information pertaining to CTI (Hawks Night and State Conference registration procedures and agendas). The locations for each region meeting are as follows and directions to each location are attached:

- \* Region 1 – East Paulding High –Dallas, Georgia
- \* Region 2 – Hutchings Career Center – Macon, Georgia
- \* Region 3 – East Jackson Comp. High – Commerce, Georgia
- \* Region 4 – Chapel Hill High – Atlanta, Georgia
- \* Region 5 – Turner County High– Tifton, Georgia
- \* Region 6 – Swainsboro High – Statesboro, Georgia
- \* Region 7- Jonesboro High- Hampton, Georgia

Registration will be from 3:30 pm until 4:00 pm and the meeting will begin at 4:00 pm and last until approximately 7:00 pm. There is a \$45 registration fee for the meeting to be before to CTI or paid on-site. All checks should be made payable to CTI. I have attached an updated Fees Checklist with the payment amount for each meeting. Reminder: if your school system has not updated the current address information for CTI, they can call and request a W-9 from Georgia CTI. Mail the payment in advance to: CTI 3 Central Plaza Ste 245 Rome, GA 30161.

*Ms. Turner will also be in contact with each of you via email about the on-line registration process through CTAE Resource Network, once it becomes available, for possible contact hours linked with the region meetings.*

If you need further assistance please feel free to contact me at 706-314-9624 or by email at [mdonahue@georgiacti.org](mailto:mdonahue@georgiacti.org).

Respectfully:

Mary Donahue  
CTI State Coordinator