

TECH PREP OF THE RIO GRANDE VALLEY, INC.
MINUTES OF REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
12 noon Tuesday, September 27, 2005—TSTC Learning Resource Center Board Room, Harlingen, TX

DIRECTORS PRESENT:

John A. Edwards, Ph.D.	UTPA, Vice President for Enrollment and Student Services
Maria Nuez Hall	Allstate Insurance Company, Market Distribution Associate
Pat Hobbs	TSTC Harlingen, Vice President for Student Learning
Dean LaFever	Texas Gas Service, Director for Rio Grande Valley
Robert Leftwich	Lockheed Martin, Material Planning
Cesar Maldonado, P.E.	MGM Engineering Group, Managing Principal
Moose Miller	Moose Miller Enterprises, President/CEO
Hector Quintanilla	Brownsville Area Manufacturers' Association, Education Committee Chair
Joe Vasquez	Mid-Valley Health Systems/Knapp Medical Center, Vice President of Human Resources
Stephen M. Vassberg	TSTC Harlingen, Associate Vice President for Workforce Development
Linda Wade, Ph.D.	Harlingen CISD, Superintendent

DIRECTORS ABSENT:

Adrian A. Arriaga, CCIM, CIPS	AAA Real Estate & Investments, Broker/Owner
Joe Calvillo, Jr.	ACT RGV, Career and Technology Education Program
Marilyn D. Gilbert	Brownsville Public Utilities Board, Energy Risk Manager
Nicolas (Nick) Gonzalez	South Texas College, Director of Public School Relations
Josefa G. (Josie) Guerra	Rio Grande City CISD, Assistant Superintendent for Curriculum and Instruction
Margie Mancillas, Ed.D.	UTB/TSC, Associate Faculty for Resource Development and Research
Janice H. Mumford	Community Volunteer
Sam O. Olivarez	Barrera's Supply Co., Inc., President
Mark Rainey, PHR	South Texas Health Systems (McAllen Medical Center, Edinburg Regional Medical Center, UHS Rehabilitation Pavilion), Assistant Administrator for Human Resources
Hollis V. Rutledge, Jr.	Hollis Rutledge and Associates, Inc., President and CEO
Celeste Sanchez	San Benito CISD, Assistant Superintendent
Joey Trevino	Half Associates, Planning/Business Development
Perry A. Vaughn	Associated General Contractors-RGV, Executive Director
Antonio Zavaleta, Ph.D.	UTB/TSC, Vice President for External Affairs

ASSOCIATE MEMBERS PRESENT:

Charles Champion, Jr.
Daniel (Danny) King, Ph.D.
Minnie Lucio
Shannon Milum

Ron Tupper, M.S.

Brownsville ISD, Special Projects Officer
Hidalgo ISD, Superintendent
Cameron County Workforce Centers, Brownsville, Community Coordinator
Los Fresnos CISD, Vice President, South Texas Association of Career and Technology Administrators and Supervisors
El Milagro Clinic, Chairman, Board of Directors

ASSOCIATE MEMBERS ABSENT:

Michael (Mike) Barrera, Ed.D.
Sharon Cavazos, Ph.D.
Connie Guerra
Roberto F. Loreda
Jose G. Martin, Ph.D.
Arnold Pedraza
Estella L. Trevino
Romeo Villarreal
Mariana Whitley

McAllen ISD, Lead Director for Middle School Instruction and CATE
ProSound, Inc.-MUZAK, President
Region One ESC, Director, Migrant, Bilingual and High School Programs
PSJA ISD, Asst. Superintendent for Administrators and School Operations, and Mayor of San Juan
UTB/TSC, Provost and Vice President for Academic Affairs
Utility Engineering Specialists, Owner
Edinburg Housing Authority, Executive Director
Romeo Villarreal Rental Properties, Owner
Center for Civic Engagement, Brownsville, Compassion Grant Coordinator

EMERITUS MEMBERS ABSENT:

Eduardo A. Campirano
Ray Elledge
Ed Tamayo

Brownsville Public Utilities Board, Assist. General Manager & Chief Operations Officer
Texas Commercial Energy, Division Manager
First Community Bank, Executive Vice President

GUESTS PRESENT:

John Feist
Carl Lansford, Ph.D.
Angel Mendez
Felipe Reyes

UTB/TSC, Assistant to the Associate Vice President for Enrollment Planning
Tech Prep National Science Foundation Proposal – Volunteer Grant Writer
TSTC, Director, Collaborative Projects
Region One ESC, CATE Education Specialist

STAFF PRESENT:

Janie Adames
Pat Bubb
Yvette Garza
Evelyn Gonzalez

Tech Prep RGV, Secretary
Tech Prep RGV, Executive Director
Tech Prep RGV, Administrative Assistant
Tech Prep RGV, Secretary

Pursuant to notice duly given, a meeting of the Tech Prep RGV Board of Directors was held at the above time and place with the above persons participating. President and Board Chair, Cesar Maldonado, chaired the meeting.

Agenda Item	Key Points Discussed	Actions to Be Taken	Person Responsible and Timelines
Call to Order/Welcome	<p>President and Board Chair Cesar Maldonado called the meeting to order.</p> <p>Board Member Robert Leftwich led the invocation and pledge of allegiance.</p> <p>Board Member Pat Hobbs welcomed the members and guests to TSTC.</p> <p>Board Chair Maldonado then called for self-introductions.</p>	No action required	Not applicable
Board Bytes	<p>Executive Director, Pat Bubb, introduced John Feist, Tech Prep Postsecondary Counselor of the Year 2004—formerly Interim Co-Director for UTB/TSC GEAR UP and now Assistant to the Associate Vice President for Enrollment Planning at UTB/TSC. Feist shared his experience of the career resource room at Lopez High School for students. Students trained in college access were able to help other students—the trained students not only helped the other students get information about preparing for college, but also taught them the process of completing paperwork and taking required exams. This model is similar to the Go Centers College for Texans model which is on hold at this time. This model teaches leadership to those helping, as well as helping all students with college awareness and visiting the Go Centers. The model of students helping students has been found to work.</p>	No action required	Not applicable
Action Item 1: Consider/Approve Board Minutes of July 26, 2005	<p>The minutes of the Board meeting of July 26, 2005, were approved on motion made by Moose Miller seconded by Pat Hobbs, and unanimously carried.</p>	File minutes for record	Staff
Action Item 2: Consider/Approve Finance and Bylaws	<p>Finance and Bylaws Committee Chair Stephen M. Vassberg presented the committee's reports and recommendations, which were as follows:</p> <ul style="list-style-type: none"> ● FY06 budget \$1,698,815 	Work under approved budgets and enter into	Board, Committee and staff

Committee Reports and Recommendations	<ul style="list-style-type: none"> ● Recommend approval of FY05 closeout reports and FY06 financial reports ● Recommend approval of \$10,000 contract with Hidalgo ISD for second year of 21st Century Learning Community project career-related activities <p>Thereafter, on motion made by Stephen M. Vassberg, seconded by Pat Hobbs, and unanimously carried, the Finance & Bylaws Committee's reports and recommendations were approved.</p>	agreements as appropriate to implement approved plans.	
Action Item 3: Consider/Approve Nominations Committee Reports and Recommendations	<p>Executive Director Pat Bubb reported in the absence of Committee Chair Perry Vaughn. The Nominations Committee's recommendation is:</p> <ul style="list-style-type: none"> ● Recommend presentation of a slate of Directors to be presented for election and/or ratification by voting members at annual meeting on October 25, 2005; slate includes: <ul style="list-style-type: none"> – 4 Directors appointed by Cameron Works – 1 Director appointed by UTB/TSC – Remaining Directors elected by voting members – One-year extension of terms of Associate members whose terms expire on October 25 <p>Thereafter, on motion made by Pat Hobbs, seconded by Hector Quintanilla, and unanimously carried, the Nominations Committee's report and recommendation were approved.</p>	Continue working	Committee and staff
4. Committee Reports A. Curriculum/Work-Based Learning	Committee Chair Dr. Linda Wade reported that Blanca Munoz and staff are working with districts as requested, Careers in Action lesson plans for 2006 will be uploaded to website, and the last committee meeting was held September 7, 2005.	Continue working	Committee and staff
4. Committee Reports B. Executive	Committee Chair Cesar Maldonado gave an update on the status of the Strategic Plan for Tech Prep, which is still in process. Maldonado reported on some of the points made at the planning meeting and reviewed some of the ideas the breakout groups had. The summary of ideas will be presented at our next Members' Meeting.	Continue working	Board, Committee, and staff
4. Committee Reports C.	There was no additional report.	Continue working	Committee and staff

Finance and Bylaws			
4. Committee Reports D. Marketing and Awards	Committee Chair Moose Miller reported on the Tech Prep Magazine fundraiser project. The new target publication date is the Thanksgiving weekend.	Continue working	Committee and staff
4. Committee Reports E. Nominations	There was no additional report.	Continue working	Committee, and staff
4. Committee Reports F. Partnerships	Executive Director Pat Bubb reported in the absence of Committee Chair Adrian A. Arriaga. The LMI report has been updated and will be sent out soon for comments.	Continue working	Staff
4. Committee Reports G. Professional Development	Executive Director, Pat Bubb reported in the absence of Janice H. Mumford. <ul style="list-style-type: none"> ● Back-to-school event for superintendents and principals cohosted by Region One ESC on August 25 was successful ● Counselors Network met on September 21, 2005, and will meet again on December 1 ● Teacher of the Year Nominations are due October 10 ● S-Team activities are beginning ● Conference scheduled for November 30 at South Padre Island Sheraton 	Continue working	Board, Committee, and Staff
4. Committee Reports H. Technology Initiatives	Board Member Robert Leftwich reported in the absence of Committee Chair Sam Olivarez. Leftwich reported that both technology project development and web-based initiatives are continuing.	Continue working	Staff
4. Committee Reports I. Universities and Colleges	Committee Chair Pat Hobbs reported for the Universities and Colleges Committee. Hobbs reported that the CATEMA system continues to grow, and the articulation agreement schedule on state website in underway. Hobbs gave an overview of the RGV Two-Step Project at UTB/TSC, which is doing well. The committee met in a joint meeting on September 7, 2005, and the next meeting is scheduled for November 16, 2005.	Continue working	Committee, and staff
5. Staff Reports	Executive Director Pat Bubb reported and referred to staff reports in packet for review. Bubb then introduced Martha Gutierrez, Real World Coordinator and Worksite Learning Specialist, who reported about the Education & Career	None required	Not applicable

	EXPO project that will take place September 29, 2005. This is a collaborative project with the Harlingen Area Chamber of Commerce, Harlingen CISD, TSTC Harlingen, and numerous other partners.		
OTHER BUSINESS; ADJOURN	President and Board Chair Cesar Maldonado asked if there were any new business, and there was no further business to come before the Board. The meeting was adjourned at approximately 1:00 p.m.	None required	Not applicable

Respectfully submitted,

Yvette Garza, Secretary of the Meeting