

TECH PREP OF THE RIO GRANDE VALLEY, INC.
MINUTES OF REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
12 noon Tuesday, June 5, 2007 – Rio Grande Valley Partnership, Weslaco, Texas

DIRECTORS PRESENT:

Cesar Maldonado, P.E., PMP	Maverick Engineering, Inc., Vice President of Systems Development, Board Chair/Meeting Chair
John A. Edwards, Ph.D.	UTPA, Vice President for Enrollment and Student Services
Linda Fossen	UTB/TSC, Associate Vice President for Enrollment Planning
Robert Gomez	TSTC Harlingen, Vice President for Financial Services
Minnie Lucio	Cameron Works Workforce Centers, Brownsville, Community Coordinator
Sam O. Olivarez	Barrera's Supply Co., Inc., President
Joey Trevino	Half Associates, Planning/Business Development
Richard Vaughan	Burton Auto Supply/Burton Companies, President/CEO
Perry A. Vaughn	Associated General Contractors of the Rio Grande Valley, Executive Director
Linda Wade, Ph.D.	Harlingen CISD, Superintendent

DIRECTORS ABSENT:

Adrian A. Arriaga, CCIM, CIPS	AAA Real Estate & Investments, Broker/Owner
Lilly G. De La Rosa	Capital One Bank, Market Manager II
Nicolas (Nick) Gonzalez	South Texas College, Director of High School Programs and Services
Pat Hobbs	Texas State Technical College, Vice President for Student Learning
Daniel King, Ph.D.	Hidalgo ISD, Superintendent of Schools
Dean LaFever	Texas Gas Service Company, Director for Rio Grande Valley
Robert Leftwich	United Launch Alliance, Material Planning
Hollis V. Rutledge, Jr.	Hollis Rutledge and Associates, Inc. President/CEO
Joe Vasquez	Community Volunteer
Stephen M. Vassberg	Community Volunteer
Rolando Vela	Time Warner Cable, Public Affairs Manager

ASSOCIATE MEMBERS PRESENT:

Hernan Gonzalez	Economic Development Corporation of Weslaco, Executive Director
Naomi Perales	Texas Gas Service Company, Community Relations
Janice Wiley, Ed.D.	Region One ESC, Deputy Director for Instructional Support

ASSOCIATE MEMBERS ABSENT:

Michael (Mike) Barrera, Ed.D.
Charles Champion, Jr.
Roberto F. Loreda
Jose G. Martin, Ph.D.
Janice H. Mumford
Arnold Pedraza
Robert Rodriguez
Estella L. Trevino
Ron Tupper
Romeo Villarreal

McAllen ISD, Lead Director for Middle School Instruction and CTE
Brownsville ISD, Special Projects Officer
PSJA ISD, Assistant Superintendent for Administration and School Operations
UTB/TSC, Provost and Vice President for Academic Affairs
Community Volunteer
Utility Engineering Specialists, Owner
South Texas Career and Technology Association, Vice-President
Edinburg Housing Authority, Executive Director
El Milagro Clinic, Chairman, Board of Directors
Romeo Villarreal Rental Properties, Owner

EMERITUS MEMBERS ABSENT:

Eduardo A. Campirano
Ray Elledge
Ed Tamayo

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

GUESTS PRESENT:

Dominique Halaby, D.P.A
Dr. Orbry Holden
Dona Liston
Priscilla Martinez, M.A.
Bill Summers

VIDA, Executive Director
Texas Business and Education Coalition, Director of Performance Management
Parties by Donna, Owner
Texas Higher Education Coordinating Board, P-16 Field Specialist
Rio Grande Valley Partnership, Executive Director

STAFF PRESENT:

Patricia G. (Pat) Bubb
Anadelia Gonzales, Ph.D.
Eliza Groff
Lilia Perez
Belinda Torres

Tech Prep RGV, Executive Director
Tech Prep RGV, AmeriCorps Planning Specialist
Tech Prep RGV, Administrative Secretary
Tech Prep RGV, Secretary
Tech Prep RGV, Tech Prep Coordinator

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 present. A quorum was present and participating, allowing actions to be taken. Board President Cesar Maldonado chaired the meeting, and Eliza Groff served as secretary.

Agenda Item	Key Points Discussed	Actions to Be Taken	Person Responsible and Timelines
Call to Order/ Welcome	<p>Board President and Meeting Chair Cesar Maldonado called the meeting to order. Board Member Richard Vaughan gave the invocation and led the pledge of allegiance.</p> <p>Self-introductions followed. Maldonado welcomed all.</p> <p>There were no public comments, although there was a meeting featuring a presentation by Dr. Orbry Holden about TBEC's Get There Texas project prior to the time the Board meeting began.</p>	No action required	Not applicable
Board Bytes	<p>Meeting Chair Maldonado called on Pat Bubb, Tech Prep Executive Director. Bubb gave an overview on Tech Prep's First Generation Project and showed the board a handbook that includes pictures from KEYS Academy First Generation Program. KEYS Academy is an alternative school in Harlingen CISD.</p> <p>Maldonado made a presentation regarding the update of Tech Prep RGV's strategic plan at the end of Dr. Holden's presentation, prior to the time the Board meeting officially began.</p>	No action required	Not applicable
Action Item 1: Consider/Approve Board Minutes of February 27, 2007	The minutes of the Board meeting of February 27, 2007, were approved on motion made by Richard Vaughan, seconded by Dr. Linda Wade, and unanimously carried.	File minutes for record	Staff
Action Item 2: Consider/Approve Finance & Bylaws Committee Reports and Recommendations	<p>Finance and Bylaws Co-Chair Robert Gomez presented the Committee's report and recommendations, which were as follow:</p> <ul style="list-style-type: none"> • FY07 budget is currently \$1,454,859 • Recommend approval of FY07 financial reports, including: <ul style="list-style-type: none"> - Increase of \$6,897 in Perkins Tech Prep budget - Decrease of \$72,000 in Ready for the Real World budget • Recommend approval of fund-raising report, including Hidalgo ISD \$9,000 plan for FY08 and two proposals subsequently presented for Executive Committee approval (AmeriCorps implementation proposal and plan of approximately \$200,000; Tech Prep Perkins FY08 application and plan for \$375,463 as presented) 	Work under approved budgets and enter into agreements as appropriate to implement approved plans.	Board, Committee and staff

	<ul style="list-style-type: none"> Continue to recommend that Board support the Marketing & Awards Committee's marketing/fund-raising campaign <p>After discussion, on motion made by Sam Olivarez, seconded by Joey Trevino, and unanimously carried, the Finance and Bylaws Committee's report and recommendations were approved.</p>		
<p>Action Item 3: Consider/Approve Marketing & Awards Committee Reports and Recommendations</p>	<p>Executive Director Pat Bubb presented the Marketing & Awards Committee's reports and recommendations in absence of Committee Chair Dean LaFever, as follows:</p> <ul style="list-style-type: none"> Report: <ul style="list-style-type: none"> Tech Prep Texas Scholars preliminary report reflects 8,073 participants in May 2007 All Cavazos scholarships have been awarded Recommendation: Recommend that the committee, working with Contractor Dona Liston, be authorized to take such actions as may be necessary to conduct marketing and fund-raising event in McAllen on October 25, 2007 <p>Dona Liston provided additional information about the plan that the committee had approved at its May 8 meeting. She distributed forms and asked Board members to give her referrals for contacts to be made for the event.</p> <p>After discussion, and on motion made by Dr. John Edwards, seconded by Perry Vaughn, and unanimously carried, the Marketing & Awards Committee's report and recommendations were approved.</p>	<p>Continue working on marketing and fund-raising event; take actions necessary to conduct event, and report to Board as appropriate.</p>	<p>Board, Committee, and staff</p>
<p>Action Item 4: Consider/Approve Nominations Committee Reports and Recommendations</p>	<p>Nominations Committee Chair Perry Vaughn presented the Committee's report and recommendations.</p> <ul style="list-style-type: none"> Report: <ul style="list-style-type: none"> South Texas College has appointed Belinda Garces to replace Nicolas Gonzalez Region One ESC has appointed Dr. Janice Wiley to replace Felipe Reyes Recommendations: 	<p>Work with new Board members and continue working</p>	<p>Board, Committee, and staff</p>

	<ul style="list-style-type: none"> - That Yvette Garza be named an Associate member - That Lilly G. De La Rosa and Yvette Garza be added to the Marketing & Awards Committee - That Belinda Garces be added to the University & Colleges Committee - That Dr. Janice Wiley be added to the Curriculum/Work-Based Learning and Professional Development Committees <ul style="list-style-type: none"> • Additional recommendations will be forthcoming <p>After discussion, and on motion made by Perry Vaughn, seconded by Sam Olivarez, and unanimously carried, the Nominations Committee's report and recommendations were approved.</p>		
5.A Committee Reports, Curriculum/Work-Based Learning and Professional Development	<p>Dr. Linda Wade, Curriculum/Work-Based Learning and Professional Development Committees Co-Chair, reported on the committee's activities, which were as follow:</p> <ul style="list-style-type: none"> • LRGV Counselors' Network met on 04/26/07; next meeting to be set for the fall • Met jointly with Universities & Colleges Committee and LRGV P-16 Council on 05/03/07; next meeting will be held in the fall • Superintendents/Principals' back-to-school breakfast will be held at Region One ESC preceding first Superintendents' meeting of the year 	Continue working	Board, Committee, and staff
5.B Committee Reports, Executive	<p>Cesar Maldonado shared that the Executive Committee has been working on the strategic plan, and that he hopes to have something to present to the Board for approval in the next couple of months.</p>	Continue working	Board, Committee and staff
5.C Committee Reports, Finance and Bylaws	<p>There was no additional report.</p>	Continue working	Committee and staff
5.D Committee Reports, Marketing and Awards	<p>There was no additional report.</p>	Continue working	Committee, and staff
5.E Committee	<p>There was no additional report.</p>	Continue	Board and Committee

Reports, Nominations		working	
5.F Committee Reports, Partnerships	<p>Executive Director Pat Bubb reported for the committee in the absence of Committee Chair Adrian A. Arriaga, as follows:</p> <ul style="list-style-type: none"> • Current MOUs <ul style="list-style-type: none"> – ALA partnership – Cameron Works – WorkFORCE Solutions – Two Spaceport boards – Various hospitals for work-based learning – RGV Allied Health Training Alliance – 1st Generation Project MOUs • Cameron County Youth Coalition meeting held on May 29, 2007, hosted by TSTC; next meeting set for September 11, 2007, hosted by San Benito CISD <p>Bubb stated that this committee also oversees the preparation of Tech Prep RGV’s Labor Market Report, which is shared with the schools for use in program planning and career advisement and counseling for students and parents. She stated that there will need to be a committee meeting in late July or early August to consider this year’s report before it is published. She requested that anyone interested in sitting in on that meeting please let her know so that she can be sure interested Board members and partners receive invitations.</p>	Continue working	Board, Committee, and Staff
5.G Committee Reports, Technology Initiatives	<p>Committee Chair Sam Olivarez gave the committee’s report, as follows:</p> <ul style="list-style-type: none"> • Advanced Manufacturing (A-MAN) high school project is continuing—summer camp began on June 4 • Work on a manufacturing careers handbook showcasing local employers continues • Regional BEST Robotics HUB has been established at UTPA: RGV BEST; “Demo Day” will be held during HESTEC week; competition will be in October 2007 	Continue working	Staff
5.H Committee Reports,	Dr. Linda Wade, Curriculum/Work-Based Learning and Professional Development Committees Co-Chair, reported in absence of Universities and	Continue working	Committee, and staff

Universities and Colleges	<p>Colleges Committee Chair Pat Hobbs as follows:</p> <ul style="list-style-type: none"> • Implementation of CATEMA is continuing • Continuing work to develop regional template for comprehensive Tech Prep graduation plans fitting in with model of AchieveTexas • College for Texans activities are continuing; P-16 meeting will be held in Austin on June 20-21 • Met with Curriculum/Work-Based Learning and Professional Development Committees on 05/03/07 in Weslaco; next meeting will be held in the fall 		
6. Staff Reports	<p>Executive Director Pat Bubb referred all to the staff reports included in the briefing packet.</p> <p>Tech Prep's AmeriCorps Planning Specialist Dr. Anadelia Gonzales shared information with the Board about the AmeriCorps Pilot Project. The main goal of the AmeriCorps Project is to promote Tech Prep and Dr. Gonzales will do this by making presentations to various organizations. Dr. Gonzales encouraged Board members to help get her onto agendas for community-service groups and chambers of commerce so that she can make presentations.</p>	None required	Not applicable
Other Business; Adjourn	<p>Meeting Chair Cesar Maldonado reported that the next Board meeting will be held on August 28, 2007, at 12:00 noon, in Weslaco.</p> <p>There was no further business to come before the Board; so the meeting was adjourned at approximately 1:00 p.m.</p>	None required	Not applicable

Respectfully submitted,

Eliza Groff, Secretary of the Meeting