

TECH PREP OF THE RIO GRANDE VALLEY, INC.
MINUTES OF REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
12:00 p.m. Tuesday, August 26, 2008 – RGV Partnership, 322 South Missouri Avenue, Weslaco, Texas

DIRECTORS PRESENT:

Richard Vaughan	Burton Companies, Weslaco, President and Board Chair—Meeting Chair
Linda Fossen	The University of Texas at Brownsville and Texas Southmost College, Associate Vice President for Enrollment Planning
Pat Hobbs	Texas State Technical College Harlingen, Vice President for Student Learning
Robert Leftwich	United Launch Alliance, Harlingen, Material Planning
Minnie Lucio	Workforce Solutions Cameron Workforce Centers, Brownsville, Community Coordinator
David Merrill	Wachovia Securities, LLC, Brownsville, Branch Manager
Sam O. Olivarez	Barrera’s Supply Co., Inc., Mission, President
Eva Jean Radle	Re/MAX RGV, McAllen, Broker/Owner
Gonzalo Salazar	Los Fresnos CISD, Superintendent
Felipe Salinas	The University of Texas-Pan American, Edinburg, Director of College Access and Support Programs
Joe Vasquez	Community Volunteer (former Vice President of Human Resources, Mid Valley Health Systems/Knapp Medical Center), Weslaco
Perry A. Vaughn	Associated General Contractors-RGV, Harlingen, Executive Director
Teri Zamora	Texas State Technical College Harlingen, Vice President for Financial Services

DIRECTORS ABSENT:

Lilly G. De La Rosa	Capital One Bank, San Benito, Senior Market Manager—II, South Valley
Hernan Gonzalez	Economic Corporation of Weslaco, Executive Director
Roel Gonzalez	Rio Grande City CISD, Superintendent
Dean LaFever	Texas Gas Service Company, Harlingen, Director for Rio Grande Valley
Hollis V. Rutledge, Jr.	Hollis Rutledge and Associates, Inc., Mission, President and CEO
Norma Salaiz, Ph.D.	La Villa ISD, Superintendent
Joey Treviño	Half Associates, McAllen, Planning/Business Development
Jo Rae Wagner	CTO, Inc., Harlingen, President
Janice Wiley, Ed.D.	Region One ESC, Edinburg, Deputy Director for Instructional Support

ASSOCIATE MEMBERS PRESENT:

Rachel Arcaute
Sandra Avila
T. Yvette Garza
Naomi Perales
Felipe Reyes

McAllen ISD, Administrator Liaison for Higher Education
Weslaco ISD, Career and Technical Education Director
Community Volunteer, Rio Hondo
Texas Gas Service Company, Harlingen, Community Relations
Brownsville ISD, Administrator for Career and Technology Education

ASSOCIATE MEMBERS ABSENT:

Roberto F. Loreda
Jose G. Martin, Ph.D.

Donna ISD, Superintendent
The University of Texas at Brownsville and Texas Southmost College, Brownsville,
Provost and Vice President for Academic Affairs
Community Volunteer, McAllen
Utility Engineering Specialists, McAllen, Owner
Rio Grande Valley Partnership, Weslaco, President/CEO
Edinburg Housing Authority, Executive Director
El Milagro Clinic, McAllen, Chairman, Board of Directors
Community Volunteer, Harlingen

Janice H. Mumford
Arnold Pedraza
Bill Summers
Estella L. Trevino
Ron Tupper, M.S.
Stephen M. Vassberg

STAFF PRESENT:

Patricia G. (Pat) Bubb
Carolina Duran
Lilia Perez

Tech Prep RGV, Executive Director
Tech Prep RGV, Accountant/Data Analyst
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. A quorum was present and participating, allowing actions to be taken. Board President Richard Vaughan chaired the meeting, and Pat Bubb served as secretary.

Agenda Item	Key Points Discussed	Actions to Be Taken	Person Responsible and Timelines
Call to Order/ Welcome	<p>Board Chair Richard Vaughan called the meeting to order. After the invocation given by Joe Vasquez and pledge of allegiance led by Sam Olivarez, there were self-introductions.</p> <p>There were no public comments.</p> <p>Richard Vaughan then presented opening remarks.</p>	No action required	Not applicable
Board Bytes	<p>Executive Director Pat Bubb shared information on these topics:</p> <ol style="list-style-type: none"> 1. She highlighted one of the policies adopted by the Tech Prep Board: the policy regarding split of costs between and among projects. She stated that we will be replacing this policy with a cost allocation plan, and that modification will cause the Finance and Bylaws Committee to need to do a review of our Bylaws and policies for necessary revisions due to this policy change, plus any additional necessary revisions. 2. She shared information about this month's featured Tech Prep student: Sarah Maria Leos (see http://www.techpreprgv.com/news/featured-student/index.shtml) 3. She also shared excerpts from an essay written by First Generation participant Chris Pompa, who had completed the First Generation high school program and received a laptop computer to assist with work in college. 	Operate in accordance with approved policies	Board and staff

Action Item 1: Consider/Approve Board Minutes of February 26, 2008	The minutes of the Board meeting of May 27, 2008, were approved on motion made by Pat Hobbs, seconded by Sam Olivarez, and unanimously carried.	File minutes for record	Staff
Action Item 2: Consider/Approve Finance & Bylaws Committee Reports and Recommendations	<p>Finance and Bylaws Committee Co-Chairs Joe Vasquez and Teri Zamora presented the Finance & Bylaws Committee's reports and recommendations. The current FY08 budget is \$1,553,662. (Financial reports can be viewed on the Tech Prep website at http://www.techpreprgv.com/board/boardschedule-past.shtml.)</p> <p>Teri Zamora reviewed all financial reports, and there was a discussion of Perkins funding.</p> <p>Joe Vasquez reviewed the Resource Development reports and also discussed the response to the monitoring visit for the First Generation project and the recommended Cost Allocation Plan, which will be implemented effective September 1, 2008, once approved by the Board.</p> <p>Committee recommendations were as follows:</p> <ul style="list-style-type: none"> a. Recommend approval of FY08 financial reports, including modifications to the following grant budgets (1) Perkins Title II Tech Prep fund and (2) Local Fund b. Recommend approval of resource-development report, including the recommendation that the board authorize contracts for projects as outlined in the report. c. Recommend approval of Cost Allocation Plan. <p>The recommendations come from the committee and therefore do not need a second. Thereafter, the Board voted and the Finance & Bylaws Committee's reports and recommendations were unanimously approved.</p>	Work under approved budgets and enter into agreements as appropriate to implement approved plans.	Board, Committee and staff

3.A Committee Reports, Curriculum/Work-Based Learning and Professional Development	Pat Bubb provided this committee’s report in the absence of the Committee Chair, Dr. Norma Salaiz.	Continue working	Board, Committee, and staff
3.B Committee Reports, Executive and Partnerships	<p>Committee Chair Richard Vaughan presented this report, sharing comments about the 2008 Tech Prep Labor Market Report (this report can be viewed on the web at http://www.techpreprgv.com/lmi.html). This report is used by school districts and colleges for program planning, career advisement, and related purposes.</p> <p>Vaughan also discussed the strategic planning session conducted on August 12 and the fact that the group wanted to invite Texas Senators Lucio and Hinojosa to serve on the Board. Vaughan stated he would be following up with the two Senators.</p>	Continue working	Board, Committee, and staff
3.D Committee Reports, Marketing and Awards	In the absence of Committee Chair Dean LaFever, Naomi Perales reported about the Scholars campaign and Pat Bubb reported about the event featuring General Ricardo Sanchez, for which a date has still not been confirmed.	Continue working	Board, Committee, and staff
3.E Committee Reports, Nominations	<p>Committee Chair Perry Vaughn reported about these changes to the Board membership:</p> <ul style="list-style-type: none"> • TSTC President Gilbert Leal has appointed Teri Zamora, Vice President of Financial Services, to replace Robert Gomez on the Board and assume Gomez’s duties as corporate Treasurer for Tech Prep of the Rio Grande Valley. • We await the appointment by STC President Shirley Reed to fill the vacancy created by the resignation of Belinda Guzman-Garces. • Dr. Dominique Halaby has resigned as an Associate member due to his relocation to San Antonio. • Arnold Pedraza has requested that his name be removed from the Associate members’ listing because business commitments make it impossible for him to continue participation. • Romeo Villarreal is being removed as an Associate member because we have lost contact with him. 	Continue working with revised membership	Committee, staff, and Board

3.G Committee Reports, Technology Initiatives	Committee Chair Sam Olivarez provided a status report.	Continue working	Board, Committee, and staff
3.H Committee Reports, Universities and Colleges	<p>Committee Chair Linda Fossen provided a report. During this report there was a discussion of changes to the Advanced Technical Credit crosswalk that had been made shortly before the start of the 2008-2009 academic year. After discussion, and on motion made by Linda Fossen, seconded by Sandra Avila and Pat Hobbs, and unanimously carried, the Board agreed to write a letter of protest about the ATC situation.</p> <p>There was a discussion of the visit that Dr. Lee Holcombe will be making to the Valley on September 18 to share outcomes of the Region One College Transition Study on which Tech Prep RGV leadership have worked with Dr. Holcombe, Region One ESC leaders, and school district leaders for more than a year. It was agreed that staff would set up meetings in which Dr. Holcombe can dialogue with Tech Prep Board members and Career and Technical Education Directors from school districts while he is here.</p>	Take action in accordance with recommendations	Board, Committee, and staff
4. Staff Reports	<p>Executive Director Pat Bubb shared brief comments about Tech Prep RGV’s staff, for whom written reports had been included in briefing materials. She also shared information about part-time staff members:</p> <ul style="list-style-type: none"> • Terry Foster (whose primary duty is to work on Cameron County Youth Coalition activities) • Dr. Anadelia Gonzales (whose primary duties are to work on the Tech Prep RGV Labor Market Report and the statistical section of the Tech Prep RGV annual report) • Esther Mayberry (whose primary duties are website updates, release of information to media, and “Where Are They Now” follow-up stories on scholarship recipients for the Tech Prep RGV website) 	Hold press conference to publicize Belinda Torres’ doctoral findings later this year	Board and staff
OTHER BUSINESS; ADJOURN	<p>The Board’s next meetings will be held as follows:</p> <ul style="list-style-type: none"> • Annual meeting of Board with voting members: October 28, 2008, 9:30 a.m., Best Western Palm Aire, Weslaco 	Participate in August meeting	Board and staff

	<ul style="list-style-type: none">• Board's annual meeting: November 25, 2008, 12 noon, Board Room, Rio Grande Valley Partnership <p>There was no further business to come before the Board; so the meeting was adjourned at approximately 1:15 p.m.</p>		
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Respectfully submitted,



Patricia G. (Pat) Bubb, Secretary of the Meeting