

**TECH PREP OF THE RIO GRANDE VALLEY, INC.**  
**MINUTES OF REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS**

12:00 p.m. Thursday, November 19, 2009 – Weslaco Area Chamber of Commerce, 301 West Railroad Street, Weslaco, Texas

**DIRECTORS PRESENT:**

Joe Vasquez	Community Volunteer, Weslaco (Board Chair, Security First Credit Union), Meeting Chair
Rene Capistran	SpawGlass Contractors, Inc., Harlingen, South Texas Regional Manager
Jack Damron	Region One Education Service Center, Edinburg, Executive Director
Dr. Steve Flores	Harlingen CISD, Superintendent of Schools
Kristina D. Hernandez, P.E.	Half Associates, McAllen, Senior Project Manager
Pat Hobbs	Texas State Technical College Harlingen, Provost & Vice President of Academic Affairs
Gregg McCumber, CPA	Burton, McCumber & Cortez, LLP, Brownsville, Senior Tax Partner and Managing Partner
Naomi Perales	Texas Gas Service Company, Harlingen, Community Relations Representative
Eva-Jean Radle	Re/MAX In the Valley, Edinburg, Broker/Owner
Gonzalo Salazar	Los Fresnos CISD, Superintendent of Schools
Ron Tupper, M.Sc.	Tupper & Associates, Inc., McAllen, President
Jo Rae Wagner	CTO, Inc., Harlingen, President
Teri Zamora	Texas State Technical College Harlingen, Vice President for Financial & Administrative Services

**DIRECTORS ABSENT:**

Hon. Carlos H. Cascos, CPA	Cameron County Offices, Brownsville, Cameron County Judge
Lilly G. De La Rosa	Capital One Bank, Harlingen, Vice President/ Senior Market Manager, South Valley Market
Sofia Hernandez	Hidalgo County Judge'S Offices, Edinburg, Director of Economic Development
Robert Leftwich	United Launch Alliance, Harlingen, Material Planning Specialist
David Merrill	Wells Fargo Advisors, LLC, Brownsville, Branch Manager
Lisa Prieto	The University of Texas-Pan American, Edinburg, Director of College Access & Support Programs (CASP)
Hollis V. Rutledge, Jr.	Hollis Rutledge and Associates, Inc., Mission, President and CEO
Norma Salaiz, Ph.D.	La Villa ISD, Superintendent
Laura B. Talbot	South Texas College, McAllen, Curriculum and Accreditation Officer
E. Richard Vaughan	Burton Companies, Weslaco, President
Perry A. Vaughn	Associated General Contractors-RGV, Harlingen, Executive Director
Rene Villarreal	The University of Texas at Brownsville and Texas Southmost College, Interim Vice President for Enrollment Management and Director of Admissions

**DIRECTORS EMERITUS PRESENT:**

Ed Tamayo First Community Bank, Executive Vice President (retired)

**ASSOCIATE MEMBERS PRESENT:**

Rachel Arcaute McAllen ISD, Assistant Superintendent for Instructional Services  
Felipe O. Reyes Brownsville ISD, Administrator for Career and Technology Education  
Felipe C. Salinas Abriendo Puertas Parental Communication Initiative, Inc., Director of Development and Grant Administration

**ASSOCIATE MEMBERS ABSENT:**

Sandra Avila South Texas Career & Technical Education Association, President (Career & Technical Education Director, Weslaco ISD)  
Eduardo Cancino, Ed. D. Region One Education Service Center, Deputy Director for Instructional Support  
Roberto F. Loredo Donna ISD, Superintendent of Schools  
Janice H. Mumford Community Volunteer, McAllen  
Liz Shamlian Capital One Bank, San Benito, Branch Manager/Assistant Vice President  
Brad Smith Peterson Construction, Inc., McAllen, Project Manager  
Estella L. Trevino Edinburg Housing Authority, Executive Director  
Veronica Villegas Rio Grande Valley Partnership, Weslaco, Vice President

**GUESTS PRESENT:**

Blanca Munoz Tech Prep RGV, Contractor  
Sofia M. Peña South Texas College, Dual Enrollment Program Specialist  
Dr. Gloria Crum ALA Coordinator

**STAFF PRESENT:**

Patricia G. (Pat) Bubb Tech Prep RGV, Executive Director  
Martha Gutierrez Tech Prep RGV, Worksite Learning Specialist  
Lilia Perez 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. Joe Vasquez chaired the meeting, and Lilia Perez served as secretary.

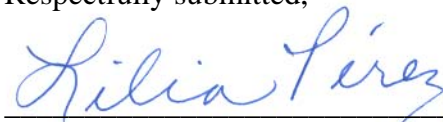
<b>Agenda Item</b>	<b>Key Points Discussed</b>	<b>Actions to Be Taken</b>	<b>Person Responsible and Timelines</b>
Call to Order/ Welcome	Joe Vasquez called the meeting to order. Vasquez welcomed everyone. Vasquez then called on Jack Damron to lead the invocation, and then on Rene Capistran to lead the group in the pledge of allegiance. Self-introductions followed. There were no public comments.	No action required	Not applicable
Board Bytes	<p>Executive Director Pat Bubb shared information about the three students from San Benito High School who had won awards for their winning essays submitted as part of the Education and Career EXPO essay competition. She also shared information about the Board’s policy on conflict of interest and advised the Board of the resources that are available for them on the web, including, but not limited to the policies adopted by the Board.</p> <p>Bubb then shared information about work we are doing with two state-level organizations: the Texas Business Education Coalition and the Texas Institute for Education Reform. Board Member David Merrill is a board member of the Texas Institute for Education Reform, and Pat Bubb serves as a policy advisory board member because of the many achievements of the Tech Prep students in the Rio Grande Valley. (This is a compliment to the work done by our school districts and colleges and the many fine educators who work with our students.)</p>	Operate in accordance with approved policies	Board and staff
Action Item 1: Consider/Approve Board Minutes of August 20, 2009	The minutes of the Board meeting of August 20, 2009, were approved as presented, on motion made by Pat Hobbs, seconded by Naomi Perales, and unanimously carried.	File minutes for record	Staff
Action Item 2: Consider/Approve Finance & Bylaws Committee Reports and Recommendations	<p>Meeting Chair Joe Vasquez called on Teri Zamora to lead the review of the Finance &amp; Bylaws Committee’s reports and she did, explaining the financial reports presented to the Board for its review. Financial reports can be viewed at: <a href="http://www.techpreprgv.com/board/boardschedule-past.shtml">http://www.techpreprgv.com/board/boardschedule-past.shtml</a>.</p> <p>Joe Vasquez added additional information and called attention to the overview of accounts that explain what the various funds are used for. Committee recommendations were as follows:</p>	Continue working	Board, Committee and staff

	<ol style="list-style-type: none"> <li>1. Recommend approval of FY09 closeout financial reports, including final modifications in Tech Prep Carl Perkins funds, Local funds, Education and Career EXPO funds, and Academic Leadership Alliance funds</li> <li>2. Recommend approval of FY10 Financial Reports</li> <li>3. Recommend approval of the Resource Development Report, including a \$75,000 contract with the Harlingen Economic Development Corporation which is anticipated to be approved</li> </ol> <p>The recommendations from the committee were unanimously approved.</p>		
<p>Action Item 3: Consider/Approve Nominations Committee Reports and Recommendations</p>	<p>In the absence of Committee Chair Perry Vaughn, Executive Director Pat Bubb presented the Nominations Committee's report and recommendations, as follows:</p> <p>Reports:</p> <ol style="list-style-type: none"> <li>1. Bubb announced that South Texas College has appointed Laura B. Talbot, Curriculum and Accreditation Officer, to represent STC on the Board.</li> <li>2. Bubb then presented recommendations for Executive Committee membership and committee appointments, and pointed out that although all Board members have been appointed to committees, this is a very open process and any individual who wants to serve on more than one committee, or a different committee than the one to which he or she has been appointed, should simply contact Pat Bubb or Perry Vaughn.</li> </ol> <p>Executive Committee members recommended for the year 2009-2010 are as follows:</p> <p>Richard Vaughan, President, Board Chair, and Chair of the</p>	<p>Continue working</p>	<p>Board, Committee and staff</p>

	<p>Executive and Partnerships Committee</p> <p>Joe Vasquez, Vice President and Chair of the Finance and Bylaws Committee</p> <p>Teri Zamora, Treasurer and Chair of the Finance and Bylaws Committee</p> <p>Pat Hobbs, Dr. Norma Salaiz, and Gonzalo Salazar, Lower Rio Grande P-16 Council Chairs. Pat Hobbs also chairs the Universities and Colleges Committee, and Dr. Salaiz and Gonzalo Salazar co-chair Curriculum/Work-Based Learning and Professional Development Committees</p> <p>Lisa Prieto and David Merrill, Data Committee Chairs</p> <p>Naomi Perales and Rene Capistran, Marketing and Awards Committee Chairs</p> <p>Perry Vaughn, Nominations Committee Chair</p> <p>Recommendations were coming from the committee, so needed no second and were unanimously approved.</p>		
4.A Committee Reports, Executive & Partnerships	Executive Director Pat Bubb presented the Executive & Partnerships Committee report. During this report, Jo Wagner shared about the accomplishments of the Harlingen 100 Education Committee, and Dr. Gloria Crum shared remarks about the Academic Leadership Alliance	Continue working	Board, Committee, and staff
4.C Committee Reports, Lower Rio Grande P-16 Council	Pat Hobbs and Gonzalo Salazar presented the report.	Continue working	Board, Committee, and staff
4.D Committee Reports, Marketing/Awards and Technology Initiatives	Committee Chair Naomi Perales presented the report.	Continue working	Board, Committee, and staff

6. Staff Reports	<p>Executive Director Pat Bubb shared staff reports. She then shared about the Regional Conference to be held December 2 and 3, 2009, to which Board members are invited. There is no registration fee for Board members who wish to participate; although staff request that they let us know they are coming so that staff can plan appropriately.</p> <p>Martha Gutierrez shared about the work she is doing with employer recruitment for the ALA Educator Externships, Job Shadowing, and work on the Education and Career EXPO.</p> <p>Pat Bubb then shared about the data work being done.</p>	Continue working	Board and staff
OTHER BUSINESS; ADJOURN	<p>After Executive Director Pat Bubb provided information about the Data Committee being created, Jack Damron talked about the work the Education Service Center is doing. Just in Hidalgo County, they are piloting data-sharing between school districts, colleges and universities, and the service center. He stated that Tech Prep data may be included in that work because of the mismatch in the data coming to Tech Prep from various state sources. Discussion followed.</p> <p>The Board's next meeting will be as follows:</p> <p>DATE: Thursday, February 25, 2010  TIME: 12 noon  LOCATION: Weslaco Chamber of Commerce</p> <p>There was no further business to come before the Board; so the meeting was adjourned at approximately 1:00 p.m.</p>	Continue working	Board and staff

Respectfully submitted,



Lilia Perez, Secretary of the Meeting