

**TECH PREP OF THE RIO GRANDE VALLEY, INC.**  
**MINUTES OF REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS**  
12 noon Thursday, February 25, 2010 – Conference Room, Weslaco Chamber of Commerce, Weslaco

**DIRECTORS PRESENT:**

E. Richard Vaughan	Burton Companies, Weslaco, President—Board Chair and Meeting Chair
Eva-Jean Dalton	ReMAX In The Valley, Broker/Owner
Kristina D. Hernandez, P.E.	Half Associates, Senior Project Manager
Pat Hobbs	TSTC Harlingen, Provost and Vice President of Academic Affairs
Naomi Perales	Texas Gas Service Company, Harlingen, Community Relations Representative
Gonzalo Salazar	Los Fresnos CISD, Superintendent of Schools
Laura B. Talbot	South Texas College, Curriculum and Accreditation Officer
Ron Tupper	Tupper & Associates, Inc., President
Teri Zamora	TSTC Harlingen, Vice President for Financial & Administrative Services

**DIRECTORS ABSENT:**

Rene Capistran	SpawGlass Contractors, Inc., South Texas Regional Manager
Hon. Carlos H. Cascos, CPA	Cameron County, County Judge
Jack Damron	Region One Education Service Center, Executive Director
Lilly G. De La Rosa	Capital One Bank, Vice President and Senior Market Manager, South Valley Market
Dr. Steve Flores	Harlingen CISD, Superintendent of Schools
Sofia Hernandez	County of Hidalgo, Director of Economic Development
Robert Leftwich	United Launch Alliance, Material Planning Specialist
Gregg McCumber, CPA	Burton, McCumber & Cortez, LLP, Senior Tax Partner and Managing Partner
David Merrill	Wachovia Securities, LLC, Brownsville, Branch Manager
Lisa Prieto	The University of Texas-Pan American, 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
Joe Vasquez	Community Volunteer (Board Chair, Security First Credit Union; former Vice President of Human Resources, Mid Valley Health Systems/Knapp Medical Center), Weslaco
Perry A. Vaughn	Associated General Contractors-RGV, Harlingen, Executive Director
Rene Villarreal	The University of Texas at Brownsville and Texas Southmost College, Brownsville, Interim Associate Vice President for Enrollment Planning and Director of Admissions

Jo Rae Wagner

CTO, Inc., Harlingen, President

**ASSOCIATE BOARD MEMBERS PRESENT:**

Rachel Arcaute

McAllen ISD, Administrator Liaison for Higher Education

Dr. Raul Maldonado

Doctor of Podiatric Medicine, Harlingen

Felipe Reyes

Brownsville ISD, Administrator for Career and Technical Education

**ASSOCIATE BOARD MEMBERS ABSENT:**

Sandra Avila

South Texas Career and Technical Education Association, President (Director of Career and Technical Education, Weslaco ISD)

Dr. Eduardo Cancino

Region One Education Service Center, Deputy Director for Instructional Support

Roberto F. Loreda

Donna ISD, Superintendent of Schools

Janice H. Mumford

Community Volunteer, McAllen

Felipe C. Salinas

Abriendo Puertas Parental Communication Initiative, Inc., Director of Development and Grant Administration

Liz Shamlan

Capital One Bank, Branch Manager/Assistant Vice President

Brad Smith

Peterson Construction, Inc., McAllen, Project Manager

Veronica Villegas

Rio Grande Valley Partnership Chamber of Commerce, Weslaco, Vice President

Estella L. Trevino

Edinburg Housing Authority, Executive Director

**GUESTS PRESENT:**

None

**STAFF PRESENT:**

Patricia G. (Pat) Bubb

Tech Prep RGV, Executive Director

Carolina Duran

Tech Prep RGV, Accountant/Data Analyst

Martha Gutierrez

Tech Prep RGV, Worksite Learning Specialist/P-16 Council Coordinator

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 of Executive Board members was present and participating, allowing actions to be taken. Board President Richard Vaughan chaired the meeting, and Executive Director Patricia G. (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. He welcomed everyone, and then led the invocation and pledge of allegiance.</p> <p>Self-introductions followed. There were no public comments.</p>	No action required	Not applicable
Board Bytes	<p>Executive Director Pat Bubb and Marketing and Awards Committee Chair shared information about the Employers and Education Forum featuring Dallas Cowboys #80 Tony “Thrill” Hill, which had been held on February 10-11, 2010.</p> <p>Bubb reported about the remarks shared by Tech Prep alumnus Michelle Lee Galvez. Galvez graduated from Los Fresnos High School in May 2006 as a Tech Prep Texas Scholar, then received a \$4,000 Dr. Lauro F. Cavazos Tech Prep Scholarship to TSTC. Galvez was hired shortly before graduation and is now working on a chemical engineering degree.</p> <p>Other Board members who had participated also shared comments.</p> <p>Staff attempted to play a video of remarks by Senator Eddie Lucio, Jr., that had been shared during the VIP Reception the evening of February 10. Regrettably, there were technology issues. Staff are planning to share the video at the Board’s next meeting.</p>	No action required	Board and staff
Action Item 1: Consider/Approve Board Minutes of November 19, 2009	The minutes of the Board meeting of November 19, 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>Treasurer and Finance and Bylaws Committee Co-Chair Teri Zamora presented the Finance &amp; Bylaws Committee’s reports and recommendations. The FY10 budget was \$642,036 as of December 31, 2009. 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>Committee recommendations were as follows:</p>	Work under approved budgets and enter into agreements as appropriate to implement	Board, Committee and staff

	<ol style="list-style-type: none"> <li>1. Recommend approval of FY 10 financial reports, including modifications to these budgets: <ol style="list-style-type: none"> <li>a. Local Funds</li> <li>b. Education &amp; Career EXPO</li> <li>c. Academic Leadership Alliance</li> <li>d. PSJA 21<sup>st</sup> Century</li> <li>e. Tech Prep College, Career &amp; Technology Academy at Los Fresnos CISD</li> <li>f. Harlingen EDC</li> </ol> </li> <li>2. Recommend approval of audit report (audit report will be available online with financial reports as presented at this meeting.</li> <li>3. Recommend approval of resource development report, including: <ol style="list-style-type: none"> <li>a. An additional \$22,111 in Perkins Title II Tech Prep funds for period of 09/01/09-08/31/10</li> <li>b. Any new contracts that result from work as reported in resource development report.</li> </ol> </li> </ol> <p>The Finance &amp; Bylaws Committee's recommendations were voted upon and unanimously approved.</p>	approved plans.	
3.A Committee Reports, Data Initiatives	<p>In the absence of Committee Chairs David Merrill and Lisa Prieto, Executive Director Pat Bubb provided a report.</p> <p>Although the committee has not begun working actively, representatives have participated in Pathways Project meetings and other data-related initiatives. The work of the Pathways Project may result in accomplishment of many of the objectives the Board envisioned in creating Tech Prep's Data Initiatives Committee in August 2009.</p> <p>Discussion followed.</p>	Continue working	Board, Committee, and staff
3.B Committee Reports, Executive & Partnerships	<p>Committee Chair Richard Vaughan provided this report.</p> <p>He reported that the Executive Committee had acted by unanimous consent</p>	Continue working	Board, Committee, and staff

	<p>to authorize release of this year’s Dr. Lauro F. Cavazos Tech Prep Scholarship applications, with the following scholarships to be awarded:</p> <ul style="list-style-type: none"> <li>• \$5,000 scholarship for any college or university</li> <li>• \$4,000 scholarship for TSTC</li> <li>• \$3,000 scholarship for UTB/TSC</li> <li>• \$3,000 scholarship for UTPA</li> <li>• \$1,000 ULA engineering scholarship</li> </ul> <p>There was also a discussion of Tech Prep’s many partnership activities, which include work done with the Rio Grande Valley Partnership on release of Tech Prep’s updated annual labor market report and the kickoff of Job Shadow Day activities. Participants saw a picture of the ceremony held on February 2, 2010—Groundhog Day—for this year’s Job Shadow Days kickoff.</p> <p>Vaughan then called on Pat Bubb to report about other partnership activities, as follows:</p> <ul style="list-style-type: none"> <li>• Academic Leadership Alliance Summer Educator Externships</li> <li>• Brownsville Business and Education Coalition</li> <li>• Cameron County Youth Coalition</li> <li>• Education &amp; Career EXPO</li> <li>• Harlingen 100 Education Committee</li> </ul>		
<p>3.D Committee Reports, Lower Rio Grande P-16 Council</p>	<p>Pat Hobbs and Gonzalo Salazar, two of the three P-16 Council chairs, were present and provided a report about P-16 Council activities.</p> <p>The P-16 Council’s last meeting was held on February 16, 2010, and the Universities and Colleges Committee met separately on January 26 and February 16, 2010.</p> <p>The P-16 Council’s next meeting will be held on May 4, 2010.</p>	<p>Continue working</p>	<p>Board, Committee, and staff</p>
<p>3.E Committee Reports, Marketing/Awards</p>	<p>Committee Chair Naomi Perales was present and shared remarks. Highlights of the information shared are as follows:</p>	<p>Continue working</p>	<p>Board, Committee, and staff</p>

and Technology Initiatives	<ul style="list-style-type: none"> <li>• The Employers and Education Forum was successful, producing both good publicity and funds for this year’s scholarship program. A preliminary fiscal report allowed release of the scholarships; a more complete report will be provided at the Board’s next meeting.</li> <li>• We are working to create a video based on the event that Board and committee members can use for presentations to Rotary clubs and similar organizations.</li> <li>• The Tech Prep Texas Scholars campaign for 2010 is underway at this time.</li> <li>• The committee has preliminary plans for having another event with Tony Hill returning in early 2011.</li> </ul>		
3.F Committee Reports, Nominations	<p>In the absence of Committee Chair Perry Vaughn, Pat Bubb reported that a new Associate Board member has been added: Dr. Raul Maldonado from Harlingen, Texas. Dr. Maldonado had been recommended by Rene Capistran.</p> <p>Dr. Maldonado was present and participating. He shared information about himself with the Board, and discussion followed.</p>	Continue working	Board, Committee, and staff
3.G Committee Reports, Technology Initiatives	<p>Committee Chair Naomi Perales provided a report of activities, as follows:</p> <ul style="list-style-type: none"> <li>• Work on Analytical Integrated Mathematics, a career and technical education course that has been approved as a fourth-year math course under the title of Engineering Mathematics;</li> <li>• Introducing an Internet-based <i>Why Careers</i> project to the South Texas Career and Technical Education Association.</li> <li>• Working on Tech Prep’s new website (Perales will meet with a student focus group to discuss the website on May 12, 2010).</li> </ul>	Continue working	Board, Committee, and staff
6. Staff Reports	Executive Director Pat Bubb shared brief comments. Written staff reports were included in the briefing materials.		Board and staff

<p>OTHER BUSINESS; ADJOURN</p>	<p>The Board's next two meetings will be as follows:</p> <p>DATE: Wednesday, April 28, 2010  TIME: 11 a.m. – 4 p.m.  LOCATION: Board Room, Learning Resource Center, TSTC Harlingen  (Special called meeting for update of Tech Prep's strategic plan)</p> <p>Regular quarterly meeting in late May 2010.</p> <p>There was no further business to come before the Board; so the meeting was adjourned at approximately 1:15 p.m.</p>	<p>Participate in February meeting</p>	<p>Board and staff</p>
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Respectfully submitted,




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