

**Central Texas Tech Prep Consortium
Quarterly Board Meeting
Louise Cox Board Room, Temple College Pavilion – Temple, Texas
August 14, 2008**

Minutes

Members Present:

Harry Adams, Johnson Bros Ford
Jody Askins, Wilsonart International
Alison Belliveau, Temple ISD
Laurel Blair, Killeen ISD
Karen Denney, Copperas Cove ISD
Crickett Rogers, Central Texas College
Anita Steele, Texas State Technical College
Ken Von Gonten, Belton ISD
Dana Watson, Central Texas College
Wanda Williams, Workforce Solutions of Central Texas Development Board
Jim Yeonopolus, Killeen Chamber of Commerce

Members Absent:

Kathy Gentry, ESC Region 12
Debbie Gommert, Workforce Solutions of Central Texas
Dave Hermann, The Range
Ken Higdon, Temple Chamber of Commerce
Kimberley Mason, Taylor ISD
Don Owens, University of Mary Hardin Baylor
Elaine Passman, Silver Eagle Coins and Collectables
David Smith, Marble Falls ISD
Sarina Swindell, Tarleton State University - Central Texas
Danette Toone, Temple College
Carla Kay Wright, College of Cosmetology

Staff Present:

Sherry Hollinger, Director
Carol Lance, Administrative Assistant

Staff Absent:

Misty Harrell, Outreach Coordinator

Call to Order:

Laurel Blair called the meeting to order at 12:15 PM.

Approval of Minutes:

The minutes were approved as printed.

3rd Quarter Written Reports:

An updated budget report as of 7/31/08 was distributed. Sherry Hollinger discussed the report stating that we should spend down to one percent or less and we should be eligible for reallocation money.

Sherry highlighted recent activities that covered the timeframe from May through August. Activities included attending meetings, completing articulation agreements, planning for next year, visiting schools, and holding the summer workshop.

Report on State Meeting:

Sherry discussed the Quarterly Tech Prep Directors' Meeting and informed board members that there are twenty six consortia in the state of Texas. She stated that directors are divided into four committees consisting of Data Group, Professional Development, Policy Development, and Curriculum Development; Sherry is serving on the Data Group committee.

Sherry stated that curriculum is being revised by TEA (Texas Education Agency) and that there will be changes to the ATC (Advanced Technical Credit) program. Sherry said that working with business and industry is going to be more and more important. She mentioned that we had a good start with that endeavor this year with our recent workshop including the business and industry panel.

Report on Subgrants:

Wanda Williams referred to the subgrant handout included in the packet, showing the subgrants awarded for this year. She stated that subgrants this year were linked to business. The subgrants were capped at \$5,000 per project and more than one could be proposed from each institution. Wanda said that we had originally granted just below \$50,000, but \$49,500 was reimbursed. The focus this year was on activities related to business and industry.

Wanda discussed the Bridges handout included in the packet and explained the Bridges program. Sherry stated that some districts, like Copperas Cove, are using Bridges to create their four year plans. Karen Denney said that they use Bridges Explorer in 8th grade and carry over to Bridges Planner in high school. Wanda stated that Bridges allows doors to be open for students to explore careers and to see what kind of money they can make in different careers.

Karen mentioned a program available for elementary students that she is purchasing. Sherry stated that the Bridges adult version is purchased for colleges. Karen said that after high school, the students can still access the Bridges website.

Harry Adams asked if we have more requests than funding available. Wanda stated that we do, and that sometimes the requests do not meet the criteria for funding. Wanda said that sometimes we negotiate the funding. Sherry stated that this year only districts that code PEIMS 3 will be eligible to receive funding. When asked about equipment, Sherry said that a small district, Thorndale, was able to acquire some equipment through the subgrant to assist with their culinary

arts program. Wanda explained that equipment such as the prep counter and refrigerator for the Thorndale culinary Tech Prep program would be an allowable cost as it directly enhances the program. Another example would be welding equipment for different kinds of welding programs.

Jim Yeonopolus asked if everyone gets audited. Sherry stated that we require the schools that receive subgrants to submit a copy of their annual report showing the subgrant funding. Wanda added that schools follow their policies. Karen said they have to submit proof that the subgrant money was spent.

Karen asked if there was a list of old subgrant reports that she could look at to see if older submissions might spark an idea. Sherry stated that prior subgrant requests were published in our annual report and added that each year our focus might change. Sherry stated that a subgrant workshop would be held again this year. Ken Von Gonten said the old reports might be helpful to share other ideas.

Sherry stated that subgrants were meant to supplement, not supplant. Alison Belliveau said that she left subgrant requests up to her teachers. Harry asked for clarification as to why Temple Independent School District had several, but Belton Independent School District had one. Ken said he did not understand that ISDs could apply for multiple subgrants. Jody Askins stated there may be a communication barrier; those ISDs having a good relationship with Tech Prep tend to submit subgrant proposals.

Laurel Blair stated that applying for subgrants is doable; the application is not a long process. Sherry explained some of the paperwork involved.

Laurel asked for volunteers to serve on the subgrant committee. Sherry explained a tentative timeline: RFAs mailed in September, applications due back in November, and subgrant committee members to review subgrants in November. Jody Askins, Harry Adams, Jim Yeonopolus, Wanda Williams and Laurel Blair agreed to serve. Wanda said that Debbie Gommert will probably want to help.

Other Business/Reports/Discussions:

Sherry stated there would be a workshop planning meeting following the board meeting for those who would like to attend. The purpose of the meeting is to discuss workshop ideas for the upcoming year.

Sherry mentioned the ACTE Career and Technical Education's Role in Workforce Readiness Credentials issue brief included in the packet and asked members to read it at their convenience. She discussed an article from a local newspaper on educating the future workforce.

Laurel stated that Sherry has contacted board members whose term is up for renewal and most have agreed to continue serving. She said that we are not looking to request a nominating committee at this time, but might be looking for a member to serve from business and industry. Sherry stated the five year plan needs to be updated as it expires next year. She said she has copies from other

consortia to review. She suggested waiting until November for members to volunteer to assist with this.

Ken Von Gonten inquired about the Region 12 conference next June and asked if we would be participating. Sherry stated we had already had some discussion about it and we were planning to participate. Sherry said that Alison and Karen are on one of the committees.

Adjournment:

The meeting was adjourned at 12:45 PM.

Respectfully submitted,

Sherry Hollinger