

**Central Texas Tech Prep Consortium  
Quarterly Board Meeting  
Temple College, Temple TX  
October 19, 2005**

**Minutes**

***Members Present:***

Jody Askins, Wilsonart International  
Laurel Blair, Killeen ISD  
Kathy Gentry, ESC Region 12  
Debbie Gommert, Central Texas Workforce Center  
Dave Hermann, The Range  
Ken Higdon, Temple Chamber of Commerce  
Jeannie Hill, Taylor ISD  
Ernest Knox, Temple ISD  
Crickett Rogers, Central Texas College  
Carolyn Taylor, Copperas Cove ISD  
Danette Toone, Temple College  
Ken Von Gonten, Belton ISD  
Dana Watson, Central Texas College  
Wanda Williams, Central Texas Workforce Development Board  
Jim Yeonopolus, Killeen Chamber of Commerce

***Members Absent:***

Don Owens, University of Mary Hardin-Baylor  
Elaine Passman, Silver Eagle Coins and Collectables  
Sandra Richardson, Marble Falls ISD  
Charles Stout, Dean Emeritus Temple College  
Carla Kay Wright, College of Cosmetology

***Staff:***

Sherry Hollinger, Director  
Misty Harrell, Outreach Coordinator  
Deitre Burns, Administrative Assistant

***Call to Order:***

Debbie Gommert called the meeting to order at 11:05 am.

***Approval of Minutes:***

The minutes were approved as printed.

***Advanced Technical Center (ATC):***

Dr. Chuck McCarter, Executive Director, Biotechnology, Temple College, discussed the Bioscience Academic Center stating that Nelda Howton was hired as the Director for the Advanced Technology Center and would be working with ISD partners. Alicia McQueen was hired to be the Administrative Assistant and Andrea Martin the Director of Outreach. Chuck discussed how high school juniors and seniors are able to get dual credit for classes like Biology and Math that will prepare them for Bioscience programs or medical school. The Department of Labor gave a one million dollar grant to help start an Associate of Applied Science degree in Biotechnology. Chuck hopes to begin offering classes at the ATC Center as early as the Fall 2006 semester. He reported that Nelda is working on putting together a High school schedule that offers both morning and evening classes. Their goal is for students to be able to graduate with a High school diploma and an AAS degree. Chuck stated that they are in the negotiation process of renovating 30,000 square feet of the old Texas Instruments building where students can attend classes. Interested schools include Academy, Bartlett, Belton, Copperas Cove, Gatesville, Killeen, Rogers, Salado, Temple, and Troy. Chuck also informed the board that Taylor is creating an ATC Center with the same concept but different programs. Ernest suggested they send out surveys and give high schools enough time to put the information in their catalog.

***4th Quarter Report:***

Sherry stated the consortium had visited several schools this quarter. Ten thousand copies of Livin' Large brochures were printed. The brochures include information on college programs and preparation, and are dispersed during visits and college nights.

Sherry also noted that the consortium sponsored an Advanced Technical Credit professional development workshop at Temple College at Cameron in June. The cut off date for teachers to receive their training was changed to August 31<sup>st</sup>; next year it will return to mid September. Sherry and Misty attended the Texas Career Education Conference (TCEC) in Corpus Christi in July. Sherry also attended the Quarterly Directors' Meeting in August.

In the Spring of 2005 the consortium became responsible for G-Force activities. Sheila Rogers helped the consortium to set up GO Centers at Belton High School and Temple High School. Sherry stated that she has contracted with Sheila for the Fall 2005 semester to help the high schools keep the GO Centers running smoothly.

***Fiscal Reports:***

Sherry stated that each consortium is eligible for reallocation if they spend 95% or more of their budget; our consortium spent 97% and is eligible for reallocation, if available, next year. The five year plan revised last Spring was incorporated into the consortium's goals.

Sherry suggested that some of this money be used for salaries for and marketing of the ATC center. She also proposed hiring an Administrative Assistant to work 32 hours per week to replace Deitre Burns, who is resigning effective October 27, 2005. Sherry also proposed that some money be added to subgrants. Danette felt that it would be more realistic to hire someone 40 hours per week. Ken Higdon moved to adopt the proposition, and Wanda Williams seconded the motion.

***Coordinators' Reports:***

Crickett reported that Central Texas College will be hosting a Counselors' Breakfast on November 4, 2005. The breakfast will give high school counselors the opportunity to learn more about Tech Prep, student disabilities at the college, and various college programs such as the Central Texas Two Step.

Misty reported that she visited fourteen schools this quarter, and has six more scheduled in the next couple of weeks. She attended the Career and Technology Association of Texas (CTAT) meeting in Round Rock on September 9, 2005. Misty also met with Shawn Yopez and Carrie Catt with Communities in Schools to discuss the possibilities and benefits of working together to promote Tech Prep. She visited with approximately 20 students from Oglesby ISD about the benefits of Tech Prep and college preparation. She has given CATEMA training to seven schools to date and has many more scheduled this semester and next.

***Sub-grant 2004-2005:***

Sherry reported that the consortium allocated \$40,000 for CATEMA subgrants last year of which only \$19,000 was spent. The consortium gave the remaining amount to Central Texas College, Temple College and several ISDs for special projects. Some of the money was used to purchase Bridges subscriptions for the consortium's ISD partners. She noted that several schools were added to the list of Bridges subscribers, including all Killeen Middle Schools.

Sherry also reported that many schools appreciated the stipends their teachers received when using CATEMA. She suggested that the consortium offer competitive subgrants again while continuing to encourage schools to use CATEMA.

Debbie recommended that the school districts who use CATEMA receive weighted points during the review of their proposal. She suggested a subcommittee be appointed to create the criteria for this year's subgrant. Wanda agreed to chair the committee, which includes Jody Askins, Ken Higdon, Dave Hermann, and Jim Yeonopolus. Debbie suggested the applications be sent to school districts before the Thanksgiving Holidays.

***Current and Upcoming Consortium Events/Activities:***

Sherry has given in-service training to Temple ISD and will give training to Burnet and Marble Falls. She plans to present on Tech Prep at the PTO in Oglesby next month.

The consortium sponsored Bridges workshops in September at Burnet ISD, Killeen ISD, and Temple College. Sherry offered training at Temple College at Taylor and will offer training for Holland ISD staff as they were unable to attend the workshop in September. Sherry stated that the consortium has contracted with Teresa Taylor to help temporarily in the development of six year plans. Officials at the state recommend that articulation agreements be updated at least every three years. Wanda suggested incorporating the six year plans into the subgrants.

***Other Business/Announcements:***

Sherry requested advice from the board regarding the Tech Prep Ambassador program and its future. The number of school districts participating has dropped. She noted that the students seem to enjoy the experience they gain from the program, but many seniors are too busy to do some of the work that is required of them because of the many projects they have going during that time period. Sherry also stated that only a couple of students have taken advantage of the scholarship opportunities.

Debbie suggested that the consortium staff meet with schools that have participated in the past to determine what worked, didn't work, and why. Sherry stated she would put together a committee that would discuss the issue further.

Sherry reported on the state's evaluation plan stating that the consortium was just below the state's average of Tech Prep students, 13.5%, with a rating of 12.8%.

Sherry stated that the consortium will host a Counselors' Workshop at Temple College on November 16, 2005. The agenda will be mailed out soon. She also reported that the consortium plans to host an articulation summit in the Spring.

Ken requested that board members' email addresses be shared with the board.

Sherry also suggested adding a few members to the board. Currently the board is at its minimum, 20 members.

Debbie suggested the next meeting be scheduled between the middle and end of January.

***Adjournment:***

The meeting was adjourned at 12:35 pm.

Respectfully submitted,

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Sherry Hollinger