



AMET BOARD OF DIRECTORS' MEETING
February 24, 2013
1 PM – 4 PM
Embassy Suites, McAllen, TX

- I. Welcome/Call Meeting to Order Omar Chavez
- II. Roll Call Alex Dominguez
Officers Omar Chavez, Linda Aranda, Jennifer Rutherford, Alex Dominguez were present. Past president Sigi Huerta was not in attendance. Regional directors present: Region 1: Veronica Burgoa; Region 2: Nora Mora; Region 3: Lisa Hernandez; Region 4: Ana Llamo; Region 5: Brenda Thompson; Region 6, Christoval Pena; Region 8: Barbara Grubbs; Region 9: Miriam Mas; Region 11: Mariette Burt; Region 12: Carie Downes; Region 13: Mari Lester; Region 14: Emilia Moreno; Region 15: Olalla Gonzalez; Region 16: Diane Reid; Region 17: Edna Garcia; Region 18: Angie Balderama; Region 19: Margarita Harmeson; Region 20: Rachel Morales. Not present were regional directors from Region 7: Marianela Bowen; and Region 10, Ramona Aguilar. Advisor Tomas Yanez was also present. There being a quorum, the meeting was called to order at 1:10 p.m.
- III. Approval of Last Meeting Minutes Alex Dominguez
The General Assembly minutes from 11-16-12 were presented for approval. Edna Garcia moved to approve the minutes with corrections. Carrie Downes seconded. The minutes were approved on a unanimous vote.
- IV. Invited Guest
- Ms. Susie Coultriss, TEA Director of MEP
- Omar introduced Susie Coultriss as an invited guest. Ms. Coultriss said she is here to be available to respond to questions either at AMET meeting or at TMIP. She informed the group that the state director's meeting is next week and she will learn further information about reauthorization and sequestration. But she thought we should know that Dr. Rachel Crawford is the new ID&R leader at OME, with Pat Meyertholen moving to take over the lead role of MSIX.
- V. Old Business-Discussion Only
- 2012 Migrant Conference Omar Chavez

- Conference attendees

Wade: Conference attendees – 565 registrations, not all showed up, but a registration fee was collected for that many registrations.

Omar: Good attendance, our numbers used to be 1200 attendees, 900 attendees – our numbers are dwindling for various reasons; lower migrant numbers, districts are not allowing people to travel as much.

- Conference strands

Omar: Current strands include Parental Involvement, Instructional Strategies, Programmatic Issues, Secondary Credit Accrual, Early Childhood, and Out-of-School Youth.

Evaluations have been processed, but AMET Executive Committee did not have them readily available for directors meeting. That information will be provided to planning committee for planning next year's conference. Miriam Mas asked for some NGS sessions that will allow specialists to convene and troubleshoot. Omar said we would start conversations with TEA regarding sessions they can provide toward programmatic sessions. Linda Aranda noted that prior to the last couple of years, we would have TEA present program sessions and asked Susie if that would be possible for the 2013 conference. Susie said TEA could look into providing that support, sometimes the travel is difficult, but she is glad for the early notification that might allow her to arrange for those dates.

Omar said the next step would be to engage the planning committee, identify strands and ask each region to provide two presenters. Rachel Morales asked for more recruiter sessions. Her recruiters had mentioned that the OME sessions were stronger than AMET sessions. Omar indicated that we did have fewer sessions this year because AMET "academies" were not in the typical format because of OME conference and we had the opportunity to provide the student performance from Laredo. Margarita Harmeson would like to see ID&R and NGS academies back for 2013. They missed not having it in 2012. Olalla Gonzalez said they would like to see some sessions on Building Bridges, Stepping Stones, and early childhood regulations.

Edna Garcia said the strands have been very good but they are struggling with the location of the conference because they are traveling from Region 19 and would like to see something more centralized. Omar said that the conferences are planned two years in advance. Wade said that AMET had always planned conferences so that South Padre was the location on even numbered years, because the numbers in South Padre were typically higher. AMET has not contracted for 2017. San Antonio is scheduled in 2015. Wade also mentioned that AMET has to book hotels four years in advance. Linda also mentioned that AMET goes back to the Valley on alternate years because larger migrant population is down in the valley; in looking at the history of turnout for these conferences. AMET also has very good relationship with the visitor's bureau in

South Padre Island who provides many free extras for the conference. Wade said the current recommendation for 2017 is McAllen. Edna Garcia said Region 17 would also like to see a more centralized location.

Wade said that looking at the attendance, we typically can get 600 registered at South Padre; In Corpus Christi a couple of years ago, AMET booked 900 rooms and had 500 attendees; as a result AMET had to commit to return to Corpus two years later so we wouldn't be charged for rooms that weren't booked. Sandy also mentioned that very few hotels in Austin will honor state rates, so we don't go very often. Wade said another consideration is the cost of food at hotels which is usually high. He understands travel is difficult for some, but there are many considerations when the committee looks at booking a conference. Omar said AMET does have to think of state conference as a whole, not just regionally; keeping in mind intent of the state conference is to raise scholarship money and promote best practices. He said we need to think strategically on how to engage more people, recruit as many attendees to raise the numbers and provide additional scholarships.

Tomas asked Regional Directors to review the AMET bylaws, that can be found on the AMET website, to review their duties; but reminded them that one of their duties is to ensure that at least one conference proposal is sent in from each regional director. Linda said most regions can at least generate two sessions despite the number of migrant students in your region. Omar said there will be about 40 to 45 sessions at the Houston conference.

Linda mentioned the noise that was going on during student presentations on the final day as tables/chairs were set up in preparation for lunch was a distraction. Jennifer said she kept having to stop people from trying to enter lunch area early to reserve tables during student presentations. Carrie suggested having the conference start with the student performance/celebrations because many people can't stay for that final day but would like to see the student presentations. Mary Garcia-Guzman (TMIP) said the logistics could have been better because there were a lot of people just sitting and talking when presentation was going on. Omar said these were all good points to remember when we return to the island. We have not always experience serving and speaking at the same time in the same area, in previous years. Wade said to keep in mind for future conferences that we choose to do a plated lunch because it is quicker to get people in and seated than if you did a buffet because it will take you twice as long with a buffet lunch.

The first planning committee meeting is tentatively scheduled for April but Wade will have to confirm with hotel. We will tour the Galleria in Houston. Ana Llamas will begin developing the local planning committee.

- Other

Peggy Wimberly retired as of Jan. 30th. The current contact person for the UT program is Luz Hinojosa. AMET will be asking Luz to serve as a higher education advisor in Peggy's place.

- Vice-President vacancy

Omar discussed this vacancy with executive directors. He said one of his duties as a president is to appoint someone to take over an empty officer's position to finish out the term. In November, Alex Dominguez moved into the secretary's position from vice-presidency resulting in a vacancy in that leadership role. Omar Chavez has named Idalia Ibanez as Vice-President until November when the term expires. Idalia has accepted. Tomas concurred that Idalia meets the requirements to serve as an officer, two-year membership and a previous leadership role (regional director or committee chair) within the organization.

- Community advisor – Omar Chavez appointed Tomas Yanez as a new position of community advisor. The community advisor needs to have a migrant knowledge base and a desire to maintain ties to the MEP. In addition to the UT advisor and the TMIP advisor, the executive committee felt we needed to expand a little bit further into the community we work with by naming a third advisor to be appointed by the President. The community advisor will have a vote during regional director meetings. This position will be incorporated into the AMET by-laws.

- Other Old Business

Omar Chavez/Mari Lester

- Insurance Committee

Mari Lester discussed the **accident insurance** for migrant students working in the fields. She said when we first started looking into the insurance, it was a huge project that we had not fully understood. Insurance companies suggested that we start with the prescription card so that we can test the waters. AMET did not pursue the accident insurance because there are some start-up funds attached to it. Mari is suggesting we place it as a topic on a future regional directors meeting to see if we want to pursue it down the road.

Prescription card is not being used because of lack of distribution and education on use of card. Mari explained that AMET had distributed card during two consecutive state conferences and it is not being used. Last check we received from proceeds of use was \$10. The project, while well-intentioned and needed, we have not been able to figure out how to make it happen. Should we table the project? Mariette Burt said we need more of an education for the masses on the purpose of the card. Mari reminded everyone that training on the use and purpose of the card falls upon the regional directors. Mariette said she thinks reminding everyone that this is available is necessary,

because we tend to forget. Mari – informational PowerPoint available on AMET website as are cards. Jennifer Rutherford asked that we send reminder emails that prescription card is available. Mari said the best results of the card have been for people lacking insurance, even though the card can be used by anyone. Mari will send an email as a reminder to all. Linda Aranda asked if there is any way we can ask the pharmacies to have the cards out on their counters. Mari said that because this is a fund-raising activity the pharmacy would not agree as they cannot show favoritism to one fundraiser over the other. She also said that ESC-13 recruiters carry the cards and pass them out as they are picking up COEs, regardless of eligibility. Susie Coultriss said she would ask OME if TEA can put link on same page as NGS/ID&R training. Omar summarized that we were not tabling the effort, based on conversations. It sounds like we want to move forward and do everything that we can to move it forward.

VI. New Business

- 2013 Conference

Wade Burroughs/Omar Chavez

- Houston (Nov. 20-22, 2013)
- Planning Committee Meeting Dates (TBA)

2013 Conference: Houston Galleria Conference – Nov. 20-22. Conference dates were determined by availability of state rates. Regional directors meeting would be the Nov. 19 about 1 p.m. and the officers meeting would precede it at 11 a.m. Omar said because we have never been to Houston before we need everyone's help in trying to encourage attendance. Omar anticipates a decline in attendance, but he hopes it is not much. He said to remember that the most important role of our organization is to secure scholarships. AMET will move from awarding 12 scholarships to 16 scholarships this year.

HEB has supported the organization with scholarship money: \$12,000 donated two years ago and \$6,000 donated last year toward scholarship fund. Tomas said the donation was a result of former exemplary student who is now working with HEB and was able to persuade the company to donate the money.

Registration at the hotel, the Westin Galleria, is open now for room reservations. AMET block, is at state rate \$109. Westin Oaks has overflow. Ana Llamas suggested, in making travel arrangements, the best bet is to fly into Houston Hobby Airport because it is a shorter drive to Galleria. Taxis are pricey. Wade does contract with Blue bus shuttle for a cut-rate price on shuttle. Free parking is available at the hotel. Wade cautioned us against planning any events offsite because it will be a headache to get offsite. The group suggested the following new evaluation questions:

- How did you like venue, should we return?

Next year's registration fee will be determined by planning committee based on cost analysis with meals, etc. We are anticipating the cost should remain about the same at \$300; possible increase of about \$25. After first planning committee meeting AMET will decide costs, proposal deadline, etc.

VII. Committee Chairs' Update

- Public Relations Omar Chavez, President
- Nominations/Elections
- Scholarship Committee Mari Lester
- Fundraiser Committee Wade Burroughs, Jennifer Rutherford

- Public relations

It was suggested that regional directors start advertising AMET conference and asking districts to start looking into taking parents as much as possible as soon as allocations are received.

- Nominations/Elections Committee – was chaired by Vicky Lopez but she is no longer with the service center or AMET.

The role of this committee is to review applicants for regional directors meetings. If you have an officer up for re-election and you have more than one nomination for that position, you need to run the election by ballots. Vice-president and treasurer will be up for re-election in November. Wade and Sandy can get nomination forms to regional directors and nominations/elections chair. 6.02 in by-laws describes the duties of nomination committee.

- Scholarship committee – Mari said that right now the students are to be filling out AMET scholarship application and those applications come to regional director. Regional directors conduct the first level of review to make sure all documentation is submitted before sending them on to Valerie for review. Scholarship information can be found on website.

- Valerie recently sent us all an email with scholarship information.
- Omar said another potential source of scholarship revenue could be an association that may be willing to give away additional funds for scholarship fund. We need to create a letter requesting that we be considered to receive monies for scholarship. The Kiwanis group has money to provide in scholarships. Valerie and Mari will work with Tomas to create the letter to help the scholarship fund grow.

- Fundraising Committee chair fundraiser: 100 percent of silent auction and raffle went toward scholarship; raised \$2,037 in November 2012. Jennifer reported that there is one bidder who has not yet paid. When that person does pay, AMET will need to add \$40 to total for money that was collected. Regional directors are asked to bring a door prize and something for the auction.

- Budget Report

Wade Burroughs asked everyone to reference their conference budget sheet, but in nutshell we had a successful conference. The cost of the conference was \$81,000. Net profit out of conference was \$93,000. The profit covers scholarships, operating costs. We will maintain our funding and to go forward into the next year since it has to cover our expenses until we start receiving monies for registration for the next conference. General fund budget: total assets \$183,000 in bank. To maintain a semblance of security, our goal is to keep at least \$150,000 in bank at all times as a reserve fund to cover unexpected expenses.

- Action Items: (These items were inadvertently left on this agenda. They had been approved in the November meeting).
 - Contracts for:
 - Wade Burroughs-Executive Director
 - Harvest of Hope-\$2,500 (Reduced from \$5,000 to allow for additional scholarships last year)
 - Valerie Peake-\$5,000- Website Management/Newsletter/Scholarships

VIII. Other Business

Omar: Just a reminder to all that AMET is modeling what ACET does because they are a successful organization. Regional directors should collect information from the region and provide feedback to TEA. As an association, we need to look to give feedback to TEA regarding the health of the MEP. Our mission and vision is to advocate for our kids and bring recommendations to the state as they come from the field.

Maria Garcia-Guzman, director of TMIP: Secondary credit accrual workshop is tomorrow. There will be networking opportunities from 8:00 a.m. to -8:15 a.m. Sessions begin at 8:30 with a brief overview. Sessions have changed a little bit this year. One session will be by invitation only, bringing together a group of out-of-state folks, with regional folks and district counselors toward brainstorming ideas for troubleshooting issues regarding intrastate coordination.

There will be no coffee, or water. Sessions conclude at 4 p.m.

Omar: Please remember we need this opportunity that is provided to us through the secondary credit accrual workshop to work with maintaining that connection for our students by meeting our out-of-state partners.

IX. Adjournment

Mari Lester moved that we adjourn. Jennifer Rutherford seconded the motion. The meeting was adjourned at 3:33 p.m.