

AMET Board of Directors Meeting
Tuesday, November 13, 2012
1:00 p.m. to 4:30 p.m.
South Pearl Hotel, South Padre Island, Texas
Minutes

I. WELCOME/INTRODUCTIONS/ROLL CALL/MINUTES

- ✚ Meeting was called to order at 1:15 p.m.

II. ROLL CALL

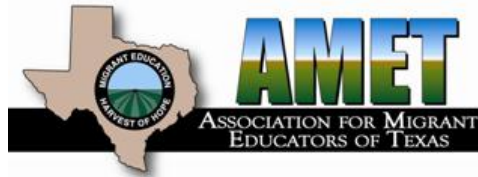
- ✚ Officers and Directors in Attendance: Sigi Huerta (President), Wade and Sondra Burroughs (Executive Directors), Alexander Dominguez (Vice President), Omar Chavez (President-Elect), Noemi Ochoa (Past President), Jennifer Rutherford (Treasurer), Linda Aranda (Secretary), Tomas Yanez (Special Programs Advisor); Peggy Wimberly (Higher Ed. Advisor), Veronica Burgoa (United ISD), Lisa Hernandez (ESC 3), Herminia Lopez (Retired), Brenda Thompson (ESC 5), Chris Peña (ESC 6), Barbara Grubbs (ESC 8), Vicky Lopez (ESC 9), Mariette Burt (ESC 11), Carie Downes (ESC 12), Mari Lester (ESC 13), Emilia Moreno (ESC 14), Olalla Gonzalez (San Felipe ISD), Diane Reid (ESC 16), Angie Yañez (ESC 18), Margarita Harmeson (Canutillo ISD), and Rachel Morales (ESC 20).
- ✚ Invited Guest: Valerie Peake (Webmaster), Ed Tweedie (Ed. Tech. Learning), Maria Garcia-Guzman (TMIP), Ana Llamo (ESC 4), Mary Castañuela (ESC 15), JoAna Gonzalez (ESC 14), and Carmen Mendoza (ESC 19).
- ✚ Directors Not in Attendance: Idalia Ibañez (ESC 2), Marianela Bowen (Chapel Hill ISD), Vicky Lopez (ESC 9), Dora Moron (Irving ISD).

III. APPROVAL OF MINUTES

- ✚ Directors were given a few minutes to review the minutes from previous meeting. Minor corrections were made. Mari Lester (ESC 13) moved to approve minutes as corrected; Herminia Lopez (ESC 4) seconded the motion.
- ✚ Tomas Yañez retired in August as Director of TMIP; Maria Garcia-Guzman, new TMIP Director introduced herself.
- ✚ Sigi asked that the following be added/changed on the agenda: Addition of Facilitators Presentation; Francisco Garcia, invited guest from IMEC was unable to attend; addition of insurance committee presentation; addition of action item-decision on donation to Harvest of Hope; Addition to Other Business-Dinner.

IV. OLD BUSINESS

- ✚ 2012 Conference- OME and AMET Co-hosting; good experience to have OME in Texas. Back in 2004 or 2006 it was National Conference part of NASDME Conference; 5 years ago they split.
 - Currently we have 567 registrants; hoping for 150 onsite registrants
 - All rooms have been filled. (3 years ago we didn't make the room count in Corpus Christi so AMET had to return there for another conference)

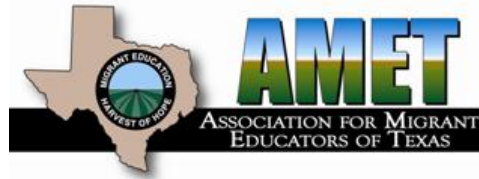


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- All responsibilities for this conference have been completed with the exception of the table decorations which were overlooked. It would have been difficult to place since OME's closing and AMET's openings were so close together. Omar apologized for failure to secure decorations
- ✚ Sigi appointed the regional directors that were in attending in place of regional directors. They will be appointed for 2 days and run for the election on Friday.
 - New directors that need to submit a nomination form are 6, 8, 12, and 19.
- ✚ Facilitators Presentation (Alex)
 - PPP and signs were provided to facilitators.
 - Translation equipment will be provided by Veronica Burgoa (United ISD); Idalia Ibanez (ESC 2) and Veronica Burgoa (United ISD) are providing the translators.
 - Wade will find a place for the equipment; parent academy doesn't need translators.
 - Conference evaluation will be online immediately after the conference; available bilingually this year.
 - Other directors were assigned to cover the sessions that were assigned to Directors that did not have a replacement attending the conference.
 - Sigi asked all to wear red shirt on Thursday.
- ✚ State PAC President, Eleazar Limas has been invited to be a member of Board of Directors but he is not present; he will attend the conference on Wednesday
 - State PAC Representative will be invited to be a member of the conference planning committee from area.

V. NEW BUSINESS

- ✚ 2013 Conference
 - Conference will be held in Houston, Nov. 20-22, 2013 at the Westin Galleria and Westin Oaks Hotels (State Rate of \$109).
 - Discussion about how best AMET can make money was held. AMET always makes more money at South Padre Island (SPI) during at even numbered years. We want McAllen to be one of the outside areas we attend in odd numbered years. At this time, AMET will be held in Houston (2013), SPI (2014), San Antonio (2015), SPI (2016), and McAllen (2017). Costs are down in SPI because of low cost of food and relationship with Convention Center. Sigi opened it up to discussion. Wade said that when we went to Corpus Christi we had the lowest number of registrants (515). Food is excessively high; hotels are always higher; and we are forced to use the hotel caterers and space. Sigi asked how everyone felt about adding McAllen to odd numbered years. We need to stay 3-4 years ahead with contracts. The contracts have wording that safeguards organization if federal funding is removed so we can cancel without penalties from hotels.



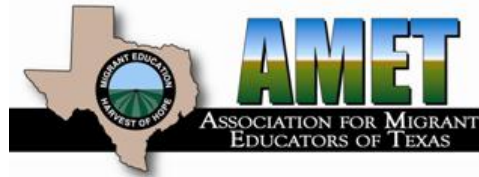
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- Tomas asked if other regions wanted the conference to be held in their areas. We must remember that parents are hesitant to cross immigration check points.
- Margarita Harmeson (Canutillo ISD) asked if it would be too difficult to have it in El Paso. It is expensive. Most of the parent conferences which used to be sponsored by MEP were held in El Paso. TMIP had to rent a truck to carry equipment to El Paso.
- Omar said Mike McCollum (Originator and First AMET President) asked why we always kept the conference at ESC 1 all the time. Then he realized that we needed to hold the conference where more money would be made. Fifteen-twenty years ago, numbers of migrant families were larger and now they are decreasing. We didn't make money in Corpus Christi. Potential cuts in the organization will be phased in and meetings will be rationed. So we need to take that into consideration. We need to examine historical pattern of the different areas.
- Veronica Burgoa (ESC 1) said 50% of migrant students are in ESC 1 and we need to make it easier for parents to attend. It is more convenient for parents to come to ESC 1 sites.
- Sigi asked if we wanted to have executive director look at McAllen and El Paso. Vote was taken for McAllen to host the 2017 (15 votes received); for El Paso (3 votes). McAllen was the winner. Wade will look into 2017 contracts in McAllen.

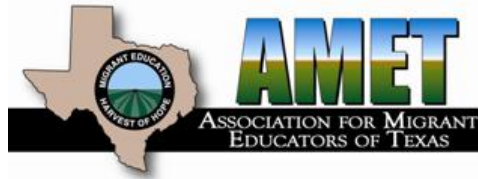
✚ Committee Updates

- **By-Laws** (Tomas Yañez) - No changes
- **Public Relations** (Omar Chavez)-Kudos to Valerie because she sends constant messages out to the members; kudos to all directors for pushing this conference in their regions. At ESC 1, MEP is always in forefront and the migrant kids are always spotlighted. Lisa Ramirez took pictures with kids in ESC 1; Peggy Wimberly also highlights kids in ESC 1. Public relations means putting our migrant program in the spotlight; a day in the life of one of our migrant students; anything that brings attention to AMET and MEP. Omar keeps encouraged all to keep MEP shining.
 - Valerie invited all that if anyone is doing something that needs to be spotlighted, she can put an announcement and pictures on the website. We need to visit the website year-round, not just when we want to register for the conference.
 - Veronica asked if requests need to be sent to Omar to approve before sending to Valerie.
 - We want to send all requests through Regional Director for approval; regional director will then send them to Omar. Sigi felt that authorization of what goes on website needs to go through officers. Regional directors can screen the request and then it is sent to president and copied to executive director before sending to Valerie.



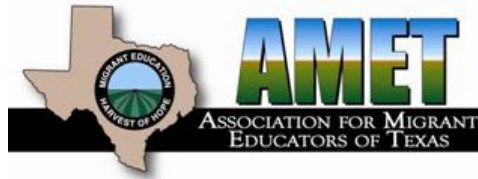
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- Omar suggested we take invite certain regions at a time. This was voted down.
- **Nomination/Elections**
 - Even numbered regions, secretary, and President-Elect are up for nominations/elections. Alex Dominguez is running for secretary; Linda Aranda is running for President-Elect. Regions that have submitted nominations are 4, 6, 8, 10, 12, 14, 16, 18, and 20. Regions that have not submitted any nominations at this point are 2 and 10.
 - Before a person can accept a position, he/she needs signature of supervisor. Sigi asked if anyone else wanted to run for President-Elect and Secretary. No responses were offered. Vice President's position is not open until Alex vacates that position. Next regional directors' meeting will be February. If anyone is interested in VP position, please let Omar know by February 24, 2013 (Sunday). Secondary Credit & Accrual Workshop (SCAW) will be February 25, 2013. Officers' meeting will be at 1:00 p.m.; Directors' meeting will be at 2:00 p.m.
 - Directors' meetings are held twice a year: November (Conference Location) and February (SCAW).
 - Conference Committee meets 3 additional meetings at site of conference.
- **Awards** (Alex Dominguez)
 - 28 nominees for all awards
- **Scholarships**
 - AMET has contracted with Valerie to handle website and scholarships.
 - 12 scholarships (\$13,500- 1 for \$2, 500 and 11 for \$1,000)-\$6,000 was contributed from HEB.
 - This year was one of the smoothest year in terms of applications and dispersal of scholarships to students; W9 form was also new.
 - Valerie has done a great job in comparing the years. This year we had 10 of 20 ESCs submitting applications; last year 13 of 20 ESCs submitted applications (decrease).
 - Dec. 1-Mar 15 will be the window for applications
 - We need to consider ways to increase dollar amount and contributions. Each application is read and scored by 2 readers. Committee comes together at Valerie's place to score them.
 - Valerie Peake, Mari Lester, Peggy Wimberly, Elda Valdez, and Guz Barrios are the committee members. We are going to consider doing the scoring online or through Distance Learning.



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- Valerie makes students send a thank you note before they get the money which is a good strategy to teach the students because some scholarships make it a requirement.
- Valerie has moved the deadline to March 15 because others are due on that day.
- Last year we had 120 applications and this year it went down to 98 applications.
- No maximum number of applications from any one region.
- Encourage all students to apply, even if their GPA is low. This is a unique and special concept about our organization. Those with higher GPA are more competitive but others are not discouraged.
- It was brought up that we give out more scholarships by splitting the \$2,500 scholarship to 2 more scholarship recipients. There is follow-up as to whether the recipient enrolled but not continued college and graduated. Mariette Burt (ESC 11) suggested tracking students. It would be very difficult to track.
- Valerie also suggested giving recipients that continue 2nd year.
- Option 1-Jennifer suggested splitting \$2,500 into 5-\$500 \$1,000 for first year students scholarships (12)
- Option 2-Rachel asked if we suggested to give the \$500 for returning past recipients. We could let them know that they might get \$500 for the following year.
- Option 3- Offer 5-\$500 for 2nd year students and beyond that as past recipients
- Option 4-Any migrant student currently attending college whether they received it before or not.
- Option 5-Adding 3 more \$1,000 scholarships.
- Sigi suggested tabling this discussion to discuss Harvest of Hope (HOH) donation of \$5,000. Veronica moved that instead of given to HOH \$5,000. Mari Lester seconded the motion. AMET and HOH are both non-profit organizations and AMET gives to HOH but not the other way around.
 - HOH doesn't have fund raisers in Texas. He has offered some items to the auction.
 - Valerie Burgett sent item to TMIP to put in silent auction for them.
- Peggy said it is a matter of whether we give to migrant scholarships or families in need.
- **Fundraising (Jennifer Rutherford)**
 - Auction items are to be given to Jennifer (set up at 5:30 at Convention Center)
 - Door prizes are to be given to Idalia Ibanez.
- **Insurance (Mari Lester)**



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- Each bag has insurance cards and more are available. They can also be printed off on the website
- Regional directors will have access to the website in order to print them.

✚ Budget Review

- Sondra presented the budgets and opened discussion for questions
- Jennifer Rutherford moved to approve budgets as presented; Emilia Moreno (ESC 14) seconded the motion. Motion carried.

VI. ACTION ITEMS

- ✚ Tomas explained that Erica Prosper from HEB presented last year at the conference and gave back contribution. She has been donating from HEB ever since.
 - Jennifer asked if plaque was given to her and answer was yes.
- ✚ Veronica mentioned that Federal Judges can't receive money as honorary so one can't be offered this year for the judge's presentation. She asked if it could be given to scholarships. Sigi said that item was already decided on.
- ✚ Tomas said nominations for awards were very good but some wrote 500 words; others only wrote 20 words. Please be sure to submit the amount of words expected. If a nomination was not selected it might be because it was too short.
- ✚ Sigi will thank all regional directors during his presidency and Wade for 4 years.
- ✚ Tomas made a motion to give HOH \$2,500 instead of \$5,000 we have given in the past; motion seconded by Olalla Gonzalez (San Felipe ISD). Motion passed.
- ✚ Carrie Downes (ESC 12) moved to add \$2,500 to Scholarships which we will save from the donation to HOH; Rachel Morales (ESC 20) seconded the motion. Motion passed.
 - Veronica Burgoa and Noemi Ochoa commented that it is important for sustainability of college completion of our migrant students. Rachel agreed to continue helping students in college already and get more money from other organizations.
 - Peggy Wimberly suggested 12-\$1,000 and 3-\$1,000 for re-enrollees; or 13/2.
 - Veronica moved that scholarships for 2013 be 12-\$1,000 for new applicants and 3-\$1,000 for re-enrollees; Alex seconded the motion. Vote of 11 to 6 occurred so motion carried.
- ✚ Contracts for Wade and Sondra Burroughs and Valerie Peake were signed by Sigi and approved by Board.

VII OTHER BUSINESS

- ✚ Friday morning general assembly meeting (first 30 minutes will be the regional meetings)
- ✚ Conference reception will be held at the Sea 4 Ever Room at Schlitterbahn Resort after opening general session on Wednesday.

VII. ADJOURNMENT

- ✚ Brenda Thompson (ESC 5) moved to adjourn; Margarita Harmeson (Canutillo ISD) seconded the motion. Meeting adjourned at 4:30 p.m.