

Pinal County Tech Prep Consortium  
Executive Board Meeting Minutes  
June 16, 2010  
Submitted by Michelle Martinez

In Attendance: Alma Farrell, Michelle Martinez, Tracey Celaya, Valeria Garcia, Preston Webster

\*Note: The agreement was made at our May meeting that not every coordinator would be able to attend this meeting due to summer breaks, vacations, and contracted time periods. Those not present were excused ahead of time.

#### I. Welcome: Introduce Preston Webster

Mr. Webster gave a 60 minute presentation that simulated what his workshop experience will be like for our Tech Prep teachers this fall. His materials are relevant, up to date, research based, common sense, and will involve our teachers by discussion and work assignments. He has promised that teachers will leave each session with ready to use work. The literacy component is crucial to our student success. It was agreed that the idea of Mr. Webster doing Tech Prep professional development this year was a good one.

#### II. Workshop Dates

Please note the following dates, as Mr. Webster agreed to them, so they are "set in stone".

August 21, 2010: Poston Butte HS

September 18, 2010: CAVIT

October 30, 2010: Casa Grande HS

November 13, 2010: ? Tentative Maricopa HS or CAVIT (date is firm, location TBD)

#### III. Discuss Workshop Structure \*Very Important\*

Since this PD is sequential, with one Saturday layering on the next, it was agreed that a commitment from participants is necessary. Please send "save the date" emails ASAP. Alma will also be sending out a mailer for you to share with your staff as soon as school starts up again, outlining the dates, commitments necessary, and so forth. Teachers MUST agree to the following in order to get paid their stipend:

- Attend ALL sessions. If a teacher misses one session, there will be no stipend paid for any sessions. All or none.
- Bring reading material to each session. Textbooks are a must. For schools/programs that may not have actual textbooks, reading materials used within the program must be brought. (examples: a jump drive and computer with reading material downloaded, source material, directions, etc.)
- Bring hard copy of program POs (performance objectives) to every session.
- Encouraged to bring own laptops...host schools will need to provide computer lab space or laptop usage as well as a room with tables for working.

- Each school is encouraged to bring one academic teacher to all sessions for articulation within the school later.

The sooner you can get this information out to your teaching staff, the better they will be able to plan their personal calendars. Alma will send a mailer with a type of contract for teachers to sign off on, so that they are aware that stipends this year will require more than just attendance at sessions.

Coaches for the first meeting will be Tracey, Valerie, Alma, and Michelle, simply because they were at the meeting. Mr. Webster can include more and other coaches as the time passes as he sees fit.

IV. Closing: Next Tech Prep Board Meeting is August 18, 2010, from 12:30-2:30pm at Alma's house in Maricopa.