



To: Marna Harper, Treasurer, GCASPA
Arturo Martinez, Chair, GCASPA Job Fair Committee

From: Al Pavone
Cathy Yasilli

Date: September 2, 2009

Re: Financial Report, 2009 Texas Gulf Coast Teacher Job Fair

Revenues:

Applicant registrations	=	\$29,740.15
Non-HRSA district registration (7)	=	750.00
Fees for second table (17)	=	550.00
Recruiter meals (664 @ \$12.00)	=	7,968.00
Copy receipts	=	<u>234.00</u>
Total	=	\$39,242.15

Advertising Expenses:

HOUSTON CHRONICLE advertising (Two Sundays prior to Job Fair)	\$1,140.00
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Additional Support Provided by Region 4:

- Development of Gulf Coast Job Fair flyer
- Printing of Job Fair flyer, Job Fair materials, and related signs
- Distribution of flyers at university job fairs and to districts
- Advertising throughout year in minority publications and "aaee Journal"
- Development and distribution of Job Fair registration forms
- Follow up with districts on registration
- Maintain Job Fair registration records
- Invoicing of districts for additional tables, lunches, late fees, and non-HRSA/GCASPA members
- Order Job Fair office supplies including copy paper for applicant copies at Job Fair
- Develop, purchase supplies, copy, and prepare Job Fair packets for both districts and applicants
- Set up at site on Wednesday and Sunday prior to Job Fair including Cathy Yasilli, Al Pavone, Kurt Van Gilder, other Region 4 employees, and the Gulf Coast committee chairman along with several GCASPA members

The answer is 4.



Educated Solutions

- Contract services of Cathy Yasilli and Al Pavone

The answer is 4.

REGION 4 EDUCATION SERVICE CENTER € 7145 WEST TIDWELL ROAD € HOUSTON, TX 77092-2096
PHONE: 713.462.7708 € FAX □ 713.744.6514 € WWW.THEANSWERIS4.NET
BILL MCKINNEY, PH.D. - *Executive Director*

- Staff support from Region 4 for both days of Job Fair (including 31 staff members from **Teacher Certification**, Internal Human Resources, Global Education Solutions, and Personnel Solutions departments)
- Development of Job Fair reports

Meal Expenses:

Coffee, juice, donuts and fruit Lunches (Two days and includes soft drinks and bottled water)	=	\$10,159.25
Total	=	\$10,159.25*

GCASPA Revenue Share:

Applicant registrations (20% of deposit less copy expense)	=	\$5,935.95
Non-HRSA registration fee (\$750 / 2)	=	<u>375.00</u>
Total	=	\$6,310.95
Less loss on meals (\$10,159.25 - \$7,968.00) (\$2,191.25 / 2)	=	<u>(1,095.63)</u>
Less security (340 / 2)	=	(170.00)
Total to GCASPA	=	\$5,045.32

Notes:

1. Region 4 **Teacher Certification** program applicants do not pay the fee.
2. Total collected for all meals is less than the fee paid to Aldine ISD. The difference (loss of \$2,191.25) is divided equally between GCASPA and Region 4.
3. Region 4 will write a check to GCASPA in the amount indicated above. Kurt Van Gilder is the contact person.

* Includes "no charge" for Region 4 staff and district volunteer helpers.

The answer is 4.