

**AVATAR Partnership Region: \_7\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Meeting/Session Documentation Form**

Form should be completed after each meeting and given to the Regional AVATAR Coordinator/Facilitator

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| **Meeting:** | Graduation Advisory meeting |
| **Meeting Purpose:** | Determine the most critical information needed for schools to successfully begin implementation of HB 5 Graduation |
| **Date:** | 10/28/2013 | **Start Time:** | 9 AM | **End Time:** | 2:00 PM |
| **Meeting Coordinator/ Facilitator:** | Jane Silvey and Ken Lamartiniere | **Location:** | Region 7 ESC |
| **Meeting Recorder:** |  | **Meeting Timekeeper:** |  |

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| **Time** | **Topic** | **Format** | **Discussion Leader** | **Desired Outcome** |
| 9 – 10 | HB. 5 Graduation  | P | Jane Silvey | Provide all present with current information |
| 10 – 11 | Small group discussion with homogenous groups (counselors group, work force group, college croup, etc.) | F | Individual group leaders | Share common plans and information  |
| 11 -11:30 | Each group shared out their discussions and unique perspectives | F | Individual group leaders | Whole group share  |
| Afternoon | Groups met in heterogeneous groups | D | Individual group leaders | Combining ideas into a specific goals |

**Agenda Format Key:** P = Presentation, F = Feedback, D = Decision-Making, W = Work Group, O = Other, with explanation

**AVATAR Meeting Minutes**

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| **Action Item** | **Person Responsible** | **Due Date** |
| Create videos of Longview work force ladies for presentation at Dec. 5 Region 7 meeting | Jane Silvey, Texas Reardon | Dec. 1 |
| Create agenda for Dec 5 meeting | Jane Silvey | Nov. 12, 2013 |
| Create presentation containing issues discussed about CTE in Region 7 for presentation at full meeting | Ken Lamartiniere | Dec. 5, 2013 |
| TJC deans will create presentation on dual credit and TSI for Dec. 5 and Jan. 18 full Region 7 meeting | Janna Chancey and Lisa Harper | Dec 5 and Jan 13. |
| Coordinate development of all requested documents for inclusion on Region 7 graduation web site. | Jane Silvey, Ashely Patterson, Ken Lamartiniere | On going |
| Revise development and presentation on Jan. 13 dependent on information gained in Dec. 5 meeting | All presenters | Jan. 13 |
| Determine participants and meeting date to begin alignment of TEKS to job skills | Jane Silvey | Feb. 1, 2014 |
| **Notes**Meeting SummaryThis planning is the overview of the whole project developed jointly with Region 7 and AVATAR grant. The correlation of Texas TEKS to jobs skills will be a part of this process.The group was presented current information on graduation from both the academic and CTE perspective. Graduation and STAAR data was presented and a basic plan for helping schools with the new HB 5 graduation changes was reviewed. The group was divided into small table groups and given questions to discuss. The responses helped direct the plans for our website and future trainings. Plans were developed for an All Region 7 HB 5 /Graduation training on December 5 and a repeat on January 13. On the Dec. 5 Graduation meeting 154 Region 7 folks attended. This is a link to the web site as of December 9, 2014. <http://www.esc7.net/default.aspx?name=HB5.homepage> The advisory board will meet again after the final meeting of the SBOE to complete the project. A small subset of the advisory group will be working on the specific for the AVATAR project. Cindy Floyd works with the job data bank that matches reading and math skills to specific CTE jobs in the area. We have a sub group set up to begin matching these skills to the Texas TEKS after the holidays.  |
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**Meeting Participant List**

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| **Name** | **Organization/Institution** | **Position** |

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| Francis Palmer  | Chapel Hill | Counselor |
| Mitzi Neely | White Oak | Assistant Superintendent |
| Jack Jackson  | West Rusk | Principal  |
| Sheryl Pappa | Wood Co. | Special Ed Director |
| Dawn Kirkindoll | Gladewater | Counselor |
| Leslie Willeford | Gladewater | Counselor |
| Tracey Meador | Woden | Counselor |
| Robin Salazar | Elkhart | Counselor |
| Kathy Graw | Hallsville | CTE Director |
| Jeannie Summers | Nacogdoches | CTE Director |
| Dr. Gerald Stanglin  | Kilgore | VP Instruction |
| Dr. Joe Shannon | Panola College | VP Instruction |
| Dr. Lisa Harper | TJC | Dean School of Academic Foundations |
| Dr. Janna Chancey | TJC | Dean of Enrollment Management |
| Kelly Kinsey | Youth Career Development Director | Longview Economic Development |
| Cindy Floyd | Existing Business and Workforce Development Director | Longview Economic Development |
| Christi Khalaf | Business Education Council | Tyler Chamber of Commerce |
| Lisa Denton | Kilgore Economic Development Corporation |   |