

**AVATAR Partnership Region: 2**

**Meeting/Session Documentation Form**

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

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| **Meeting:** | AVATAR Team Meeting | | | | |
| **Meeting Purpose:** | Information Meeting | | | | |
| **Date:** | September 17, 2015 | **Start Time:** | 3:00 p.m. | **End Time:** | 4:15 p.m. |
| **Meeting Coordinator/ Facilitator:** | Janet M. Cunningham | **Location:** | | NW Center for Advanced Studies | |
| **Meeting Recorder:** | Janet M. Cunningham | **Meeting Timekeeper:** | | Connie Nowell | |

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| **Time** | **Topic** | **Format** | **Discussion Leader** | **Desired Outcome** |
| 3:00 | Welcome | Discussion | Janet Cunningham |  |
| 3:10 | Discussion Items | Discussion | Janet Cunningham |  |
| 4:10 | Other Concerns | Discussion | Janet Cunningham |  |
| 4:15 | Plans for Next Meeting |  | Janet Cunningham | Meeting date set. |

**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** |
| Welcome: Dr. Cunningham welcomed members.  Discussion Items:   1. *ESC Summit*. Extensive discussion of upcoming meeting of Region 2, Region 1, and IHEs and how to strengthen what we have before aligning with Region 1, who should attend, review of agenda and date for meeting, etc. 2. *Counselor Survey*. General discussion of survey for counselors seeking information on how to improve awareness of the college readiness course, questions to ask on survey, whether to offer a drawing for a gift card for participation. 3. *Possible AVATAR Goals for 2015-16*. Group discussion regarding list of goals presented by Dr. Cunningham. Should others be added, deleted, combined? 4. *CPC Website.* Decided that ESC should control. 5. *Online Training for ELA*. Statistics were reported. 6. *College Prep Assessment results.* Will continue work on obtaining. 7. *Region 2 Participation.* Information will be available at next meeting. 8. *Region 1 Partnership*. Information will be available at next meeting.   Other Concerns: Whether or not CCISD will participate in AVATAR this year.  Plans for Next Meeting: A meeting has been set for Monday, October 12, at 3:00 p.m. at Calallen Charter High School. | Group to discuss at next meeting.  Dr. Cunningham to provide.  Dr. Cunningham to provide. | October 12, 2015  October 12, 2015 |
| **Notes** |  |  |
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**Meeting Participant List**

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| **Name** | **Title** | **Organization/Institution** |
| Dr. Janet M. Cunningham | Executive Director | E2E Partners (P-16 Council) |
| Roxanne Reninger | Dean of Instruction | Gregory-Portland High School |
| Jose Guerra | Coordinator – Instructor Math | Texas A&M University-Kingsville |
| Dr. Paula Kenny-Wallace | Exec Dir/Institutional Effectiveness | Coastal Bend College |
| Patricia Dominguez | DMC Early College Director | Del Mar College |
| Tammy Donaldson | Instructor of Reading | Del Mar College |
| Elsa Brown | Math Instructor | Del Mar College |
| Sandra Valerio | Asst. English Professor | Del Mar College |