

**AVATAR Partnership Region: \_\_\_\_\_\_\_11\_\_\_\_\_\_\_\_\_**

**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 Project – Spring 2014 |
| **Meeting Purpose:** | Discuss AVATAR Project goals and outcomes, examine data, create action plan |
| **Date:** | January 23, 2014 | **Start Time:** | 8:30 a.m. | **End Time:** | 3:00 p.m. |
| **Meeting Coordinator/ Facilitator:** | Kathy Wright-Chapman and Susan Patterson | **Location:** | Burleson ISD |
| **Meeting Recorder:** | Susan Patterson | **Meeting Timekeeper:** | Susan Patterson |

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| **Time** | **Topic** | **Format** | **Discussion Leader** | **Desired Outcome** |
| 8:30 -10:30  | AVATAR Project Goals and Outcomes | P/F | Kathy Wright-Chapman  | Achieve understanding of: 1) AVATAR processes, 2) roles and responsibilities of AVATAR team members and partners, and 3) group norms |
| 10:30-11:30 | Examine state, regional, and district data (STAAR, EOC, SAT, ACT, and Texas Success Initiative) | P/F | Kathy Wright-Chapman and Susan Patterson | Analyze state, regional, and district data and make classroom instructional connections |
| 11:30-12:00 | HB5 update | P/F | Susan Patterson | Provide an update and discuss implementation  |
| **Time** | **Topic** | **Format** | **Discussion Leader** | **Desired Outcome** |
| 12:00 – 12:45 | Working Lunch – College and Career Article Discussion | P/F | Provided by Joshua ISD | Discuss the pre-session reading article and impact on instruction |
| 12:45-1:15 | Texas Success Initiative postsecondary assessment instrument update  | P | Melanie Betz, Hill College | Discuss classroom connections  |
| 1:15-2:45 | College and Career Readiness Standards | P | Susan Patterson | Achieve understanding of: 1) College and Career Readiness features, standards, and assessments and 2) indicators of student readiness and success |
| 2:45-3:00 | Next Steps and Session Debrief | P/F | Kathy Wright-Chapmanand Susan Patterson | Discuss next steps and determine actions for next meeting on February 10, 2014 in Joshua ISD |

**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** |
| Higher education partners will present information regarding writing knowledge and skill expectations  | Denise DubeRandy Ford | February 10, 2014 |
| ESC Region 11 ELA Secondary consultant will present writing ELA TEKS, STAAR, CCRS and CTE TEKS connections, strategies and evaluation information | Elita DriskillSusan Patterson | February 10, 2014 |
| AVATAR Team will design and identify critical components of the AVATAR project product | AVATAR district team members | February 10, 2014 |
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| **Notes** |
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**Meeting Participant List**

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| **Name** | **Title** | **Organization/Institution** |
| Betz, Melanie |  | Hill College |
| Brawner, Tina | ELA | Godley ISD |
| Brooks, Alice | ELA | Godley ISD |
| Bush, Floretta | Dean, Career and Technical Education | Hill College |
| Clark, Shanna | CTE Teacher, Burleson HS | Burleson ISD |
| Davis, Kari | ELA/SS Coordinator | Burleson ISD |
| Dube, Denise | Program Coordinator, English and Humanities/ Instructor | Hill College |
| Ford, Dr. Randy |   | Tarleton State University |
| Goulding, Erica | ELA Teacher, Centennial HS | Burleson ISD |
| Harwell, Elizabeth | CTE Teacher, Centennial HS | Burleson ISD |
| Heller, Donna | CTE Teacher (Technology) | Joshua ISD |
| Hicks, Sheri | English Department Head | Joshua ISD |
| Holland, Nancy | Burleson Campus Dean | Hill College |
| Mullins, Sara | ELA Teacher, Burleson HS | Burleson ISD |
| Neal, Celeste | District Leadership | Joshua ISD |
| Nichols, Angela | English Teacher | Joshua ISD |
| Omari, Diane | CTE Teacher (Technology) | Joshua ISD |
| Patterson, Susan | Consultant, CTE | ESC Region 11 |
| Rudd, Rockford  | CTE Teacher, Burleson HS | Burleson ISD |
| Tuomey, Nashae | CTE Teacher, Centennial HS | Burleson ISD |
| Winn, Sheryl | CTE, Family and Consumer Sciences | Godley ISD |
| Wright-Chapman, Kathy | Director, Research, Planning, Assessment, & Evaluation | ESC Region 11 |