

Action and Sustainability Plan – August 2012 to July 2013 (see Items for Consideration)

Region: 16 (Updated 7-30-13)

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| Date | Vertical Alignment Actions | Resources Required and Persons Responsible | Evidence of Implementation | Evidence of Impact |
|  | **Forming and Sustaining Vertical Alignment Partnerships and Course Team Relationships** |  |  |  |
| August 13, 2012 | Convene Vertical Alignment Partners | Coordinator/Facilitator | Attendance at 8/13/12 TOT @ ESC XI | Preliminary plan discussed. |
| Sept. 12, 2012  Oct. 10, 2012  Nov. 16, 2012  Jan. 25, 2013  Feb. 22, 2013  March 22, 2013  May 10, 2013  July 15, 2013 | Team Meetings | Coordinator/Facilitator | Meeting Minutes submitted. | Implementation of actions. |
|  | **Promoting Student Success through Critical Conversations, Actions, and Outcomes to Promote Student Success** |  |  |  |
| September 29, 2012 | Regional Action Plan for 2012-2013 Due | Coordinator/Facilitator | `12-13 Plan submitted. | Direction of project and next steps established for 11/16 meeting. |
| March 7, 2013 | Updated Regional Action Plan for 2012-2013 Submitted | Coordinator/Facilitator | `12-13 Plan submitted. | Direction of project and next steps established. |
| August 1, 2013 | Updated Regional Action Plan for 2012-2013 Submitted | Coordinator/Facilitator | `12-13 Plan submitted. | Direction of project and next steps established. |
| Aug. 1, 2013 | Regional Sustainability Plan for 2013-2014 Due | Coordinator/Facilitator | `13-14 Plan submitted. |  |
|  | **Collecting and Reporting Regional Student Data** |  |  |  |
| September 14, 2012 | Partners Meet to Develop Regional PowerPoint | Coordinator/Facilitator | Regional Data PowerPoint developed and submitted 9/24/12. Meeting Agenda/Minutes/Notes | Regional Data PowerPoint developed and submitted 9/24/12. Project focus narrowed to IHEs and three of their primary feeder high schools. |
| Nov. 16, 2012  Jan. 25, 2013  Feb. 22, 2013 | Review & Discuss:  --Numbers of students who enroll in developmental math classes and college algebra classes and their outcomes (drops, completers, grades earned) compiled by HSs and IHEs. | IHE Partners | Recognition of needs by each high school. | Recognition of needs by each high school. |
| Date | **Vertical Alignment Actions** | Resources Required and Persons Responsible | Evidence of Implementation | Evidence of Impact |
|  | **Creating Shared Student College and Career Readiness and Success Understandings and Foundations** |  |  |  |
| November 9, 2012 | Report progress to P16 Executive Committee | Coordinator/Facilitator | Meeting Agenda/Minutes | P16 Executive Committee affirms direction of project. |
| January 18, 2013 | Report progress to P16 Management Board | Coordinator/Facilitator | Meeting Agenda/Minutes | P16 Management Board affirms direction of project. |
| May 1, 2013 | Project overview to ISD administrators | Coordinator/Facilitator | Meeting Agenda/Sign-in | Administrators’ awareness of project. |
| June 7, 2013 | Report progress to P16 Executive Committee | Coordinator/Facilitator | Meeting Agenda/Minutes | P16 Executive Committee affirms direction of project. |
|  | **Training 2012-2013 Vertical Alignment Course Team** |  |  |  |
| October 19, 2012 | Team Orientation, Training, & Planning | -Training Modules 1, 2; Data PowerPoint; Due Dates/Deliverables; Sample Action Plan: Coordinator/Facilitator | Meeting Agenda/Minutes/Notes | Actions assigned; 11/16 meeting scheduled. |
| Start by Oct. 15, 2012 | **Reviewing Course Syllabi and Reference Course Profile Information** |  |  |  |
| November 16, 2012 | Review & Discuss Course Profile Information and course syllabi.  Review & Discuss Math CCRS. | -Course Reference Profiles and Course Syllabi: IHE Partners  -Math CCRS: Coordinator/Facilitator | Meeting Agenda/Minutes/Notes | Next steps determined and actions assigned. |
| Jan. 25, 2013  Feb. 22, 2013 | Review & Discuss ISD and IHE test review documents. | ISD and IHE Partners | Creation of student math journals covering key concepts needed for success in college algebra. | Positive feedback from students and increases in student success in college algebra. |
|  | **Training 2013-2014 Course Team and Sustaining the Regional Partnership and Vertical Alignment Work** |  |  |  |
| May 10, 2013  July 15, 2013 | Hold Training for 2013-14 Vertical Alignment Course Team (Vertical alignment agreement completed) | P-16 Council Leader and Coordinator/ Facilitator | Partnership Created and  Training Conducted and Documented | Sustaining Vertical Alignment Partnerships in Region |
| May 10, 2013  July 15, 2013 | Conduct Regional Vertical Alignment Partners’ Reflections, Celebrations and Next Steps 2013-2014. | P-16 Council Leader and Coordinator/ Facilitator | Meeting Held and Actions’ Documented | Sustaining Vertical Alignment Partnerships in Region |
| Date | Vertical Alignment Actions | Resources Required and Persons Responsible | Evidence of Implementation | Evidence of Impact |
|  | **Outreaching and Communicating Your Regional Work with Education System Administrators, Key Leaders, P-16 Council Members, and Others** |  |  |  |
| Monthly | Partners and Team Members Vertical Alignment Outreach Activities and Outcome Logs and Meeting/Sessions Forms Completed and Submitted | Coordinator/Facilitator | Meeting Minutes submitted. |  |
| November 9, 2012 | Report progress to P16 Executive Committee | Coordinator/Facilitator | Meeting Agenda/Minutes | P16 Executive Committee affirms direction of project. |
| January 18, 2013 | Report progress to P16 Management Board | Coordinator/Facilitator | Meeting Agenda/Minutes | P16 Management Board affirms direction of project. |
| Feb. 12, 2013 | Team member participates in presentation at P-16 Institute, Austin | Coordinator/Facilitator | Meeting Agenda |  |
| May 1, 2013 | Project overview to ISD administrators | Coordinator/Facilitator | Meeting Agenda | Administrators’ awareness of project. |
| May 17, 2013 | Team members participate in presentation at Cisco College Core Curriculum Conf., Abilene | Coordinator/Facilitator, WTAMU Math Instructor | Meeting Agenda |  |
| June 2013 | Report progress to P16 Executive Committee | Coordinator/Facilitator | Meeting Agenda/Minutes | P16 Executive Committee affirms direction of project. |
| July 25, 2013 | Team members participate in presentation at Region 16 ESC’s Math Conference for regional ISD math teachers. | Coordinator/Facilitator, WTAMU Math Instructor, FPC Math Instructor, Borger HS Math Teacher |  |  |

**Items to Consider in Developing AVATAR Regional Vertical Alignment Action and Sustainability Plans for August 2012 to July 2013:**

**Forming and Sustaining Partnership and Team Relationships: Norms, Logistics, Expectations, and Documentation**

1. Meeting dates, times, locations, agendas, refreshments, session format (on-line, face to face)

2. Attendance records, meeting minutes, and follow up items (Please use AVATAR Meeting and Documentation Form)

3. Are other partners or team members needed? Who?

4. Are there ways to support the team members and partners in conducting their work?

**Promoting Student Success through Critical Conversations, Action, and Outcomes**

Ideas to consider in prioritizing goals (modified from Conley 2010):

1. Create and maintain regional college-going and completion cultures;

2. Create and deliver core academic programs leading to college and career success (consider disciplines);

3. Teach and expect student self-responsibility and management;

4. Make academic “real” with opportunities for work applications;

5. Align grading, assignments, and educational practices among educational systems;

6. Engage educational leaders in developing, implementing, and evaluating regional priorities/actions;

7. Engage in regional career readiness and employment continuous improvement planning

**Collecting and Reporting Regional Student Data to Use in Alignment Decision Making and Follow Up**

1. What sources will be used to gather data?

2. What benchmarks are relevant?

3. How will data be used to sustain and expand regional vertical alignment efforts?

4. How will data be used to make decisions?

**Creating Shared Student College and Career Readiness and Success Understandings and Foundations: College and Career Readiness Standards and Assessments across Educational System** Ideas to consider (modified from THECB 2012 and Conley 2011):

Regional College and Career Readiness Understandings related to:

1. Content knowledge;

2. Cognitive strategies;

3. Learning skills and techniques

4. Transitions between educational systems

5. What do we know?

6. What do we need to know to create a solid foundation for vertical alignment work?

7. How will we develop these understandings?

8. How will we keep current and updated with changes in assessments across educational systems?

9. Engage educational leaders in developing, implementing, and evaluating regional priorities/actions;

10. Engage in regional career readiness and employment continuous improvement planning

**Training 2012-2013 Vertical Alignment Course Team**

1. Has the team members been identified and supervisors notified?
2. Are the team members aware of their roles and responsibilities?
3. Have all training logistics been worked out?
4. Has the training agenda been prepared?

**Reviewing Course Syllabi and Reference Course Profile Information**

1. Use reference course profile materials to conduct the review as deemed appropriate by the team

**Training 2013-2014 Vertical Alignment Course Team and Sustaining the Regional Partnership and Vertical Alignment Work**

1. Has the content been identified?
2. Has the team members been identified and supervisors notified?
3. Are the team members aware of their roles and responsibilities?
4. Have all training logistics been worked out?
5. Has the training agenda been prepared?
6. How will the vertical alignment efforts be sustained?

**Outreaching and Communicating Your Regional Work with Education System Administrators, Key Leaders, P-16 Council Members, and Others**

1. P-16 Council Meeting dates and minutes reflecting AVATAR reports presented

2. Partnership leaders meeting and minutes regarding AVATAR and minutes

**Statewide Network Development for AVATAR Coordinators/Facilitators**