

**AVATAR Partnership Region: ESC 16**

**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 Coordinator (Robin Adkins) & Math Team Members (Beth Summers, Craig Yerger, Stan Maxwell) | | | | | | | |
| **Meeting Purpose:** | | Progress Report: `13-14 Activities to-date & Planning | | | | | | | |
| **Date:** | | 4-4-14 | **Start Time:** | 10:30 am | | | **End Time:** | | 12:00 pm |
| **Meeting Coordinator/ Facilitator:** | | Robin Adkins | **Location:** | | | | Frank Phillips College | | |
| **Meeting Recorder:** | | RA | **Meeting Timekeeper:** | | | | RA | | |
| **Time** | **Topic** | | | | **Format** | **Discussion Leader** | | **Desired Outcome** | |
| 10:30 am | 1. Discuss activities to-date. | | | | F/W | RA/BS/CY/SM | | Gain understanding of work done to-date. | |
| 11:15 am | 2. Discuss next steps. | | | | F/W | RA/BS/CY/SM | | Planning for project. | |
| 12:00 pm | 3. Adjourn. | | | |  |  | |  | |

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

**AVATAR Meeting Minutes**

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| **Numbered items below correspond to agenda items above.** |  |  |
| 1. --The journal “should be”: -Short; -Have examples; -Used by students as a reference; -Indexed so teacher can refer students to concepts  Using journals:  --One semester class = Intermediate Alg. (dev. ed prior to Coll Alg):  Ms Kim = Using Spr. `14 in 2 sections.  Craig = one sec. Spr. `14; about to incorporate into that course.  --Coll. Alg. Spr. `14 = Craig will refer students to concepts in journal.  --Fall Intermediate Alg. w/journal – Spr. Coll. Alg.  FPC Journal:  --Beth put together.  --Order was based on Mrs. McDaniel’s Inter. Alg. class. Teachers should be able to order as they wish.  --We don’t print off journals. We post so students can print off.  Stan’s notebook/journal:  --He has used a notebook/”journal” of his own in Alg. II & Alg. II Pre-Ap.  --He has put worksheets together by concept. Can refer to “A-1, B-3,” etc.  --Stan pointed out to Beth a page of hers that does a great job of showing examples from easy to hard.  --Beth looking to modify hers after looking at Stan’s. |  |  |
| 2. Beth: If Pam Walker’s students at Borger HS can implement journal, when they come on campus at FPC and take Beth’s class she can see impact.  Beth will work on:  --Interview/questionnaire of students who used journal: what worked/didn’t work.  --Interview/questionnaire of students who used journal and ask what would’ve been helpful to have known/covered in HS math. Include behavioral questions that can have application to the “college experience” in general. |  |  |

**Meeting Participant List**

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| **Name** | **Title** | **Organization/Institution** |
| Beth Summers | AVATAR Math 2YR Gen. Educ. Leader – Math Professor | Frank Phillips College |
| Craig Yerger | AVATAR Math Team Member – Math Professor | Frank Phillips College |
| Stan Maxwell | AVATAR Math Team Member – Math Teacher | West Texas High School |
| Robin Adkins | AVATAR Coordinator – P-16 Specialist | Region 16 ESC |