

**AVATAR Partnership Region: \_\_\_\_\_\_XI\_\_\_\_\_\_\_\_**

**Meeting/Session Documentation Form**

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

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| **Meeting:** | ESC Region XI AVATAR Team Meeting |
| **Meeting Purpose:** | Provide AVATAR Overview, Examine Data, Create Action Plan |
| **Date:** | October 16, 2012 | **Start Time:** | 8:30 a.m. | **End Time:** | 3:30 p.m. |
| **Meeting Coordinator/ Facilitator:** | Kathy Wright-Chapman | **Location:** | ESC Region XI |
| **Meeting Recorder:** | Kathy Wright-Chapman | **Meeting Timekeeper:** | Kathy Wright-Chapman |

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| **Time** | **Topic** | **Format** | **Discussion Leader** | **Desired Outcome** |
| 8:30-9:30 a.m. | Module One: AVATAR Partnerships and Teams: Getting Started | P | Kathy Wright-Chapman | Achieve understanding of: 1) AVATAR processes, 2) roles and responsibilities of AVATAR team members and partners, and 3) group norms |
| 9:45-11:45 a.m. | Module Two A: AVATAR Common Foundations: Understanding College and Career Readiness and Success | P | Kathy Wright-Chapman | Achieve understanding of: 1) College and Career Readiness features, standards, and assessments and 2) indicators of student readiness and success |
| 11:45 a.m.-12:30 p.m. | Working Lunch |  |  |  |
| 12:45 - 3:30 p.m. | Module Two B: Studying Local Data for Region XI Fort Worth Partners | P | Kathy Wright-Chapman | 1) Examine State, Regional, District and Post-Secondary Indicators of College Readiness and Success Data, 2) identify District and Post-Secondary Vertical Alignment Outreach activities, 3) create ESC Region XI Project AVATAR Action and Sustainability Plans |

**AVATAR Meeting Minutes**

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| **Action Item** | **Person Responsible** | **Due Date** |
| Determine 2012-2013 AVATAR Project Team Meeting dates, times, venue: December 5, 2012, February 20, 2013, and March 20, 2013; 8:30 a.m.-2:30 p.m.; Face to Face | Kathy Wright-Chapman | Done |
| Began development of Action and Sustainability Plans for Burleson ISD and Fort Worth ISD | Kathy Wright-Chapman | ASAP |
| Identify next meeting module focus on postsecondary course profiles | Kathy Wright-Chapman | December 5, 2012 |
| Sent participants meeting handouts and debrief with request to complete debrief and return to Kathy Wright-Chapman | Participants | October 24, 2012 |
| **Notes** |
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**Meeting Participant List**

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| **Name** | **Title** | **Organization/Institution** |
| Brenda L Smith | Burleson ISD | Director of Professional Development, Gifted Education, Advanced Academics |
| Kari Davis | Burleson ISD | ELA/SS Coordinator |
| Yolanda DuClos | Burleson ISD | Hughes Middle School Teacher |
| Erica Goulding | Burleson ISD | Centennial High School Teacher |
| Steffanie Johnson | Burleson ISD | Burleson High School Teacher |
| Loretta Loykasek | Burleson ISD | Burleson High School Teacher |
| Seth Reeves | Burleson ISD | Centennial High School Teacher |
| Nancy Taylor | Burleson ISD | Kerr Middle School Teacher |
| Kathy Wright-Chapman | ESC Region XI | Director, Curriculum, Instruction, Assessment |
| Shane Woods | Fort Worth ISD | Science Director |
| Jonathon Mills | Fort Worth ISD | Science Secondary Specialist |
| Sherri Contreras | Fort Worth ISD | Science Teacher |
| Nancy Holland | Hill College | Dean of Burleson |
| Rachel Breneman | Hill College | Professor |
| Juan Barbarin-Castillo | Tarrant County College - Northwest Campus | Professor of Chemistry |
| Jim Schrantz | Tarrant County College - Trinity River Campus | Professor of English |
| Patrice Phelan Lyke | University of North Texas | Lecturer/English |
| Kim Osada | University of North Texas | Director of Student Academic Readiness Team (START) |