

**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:** | Discuss goals of the team; develop preliminary action plan | | | | |
| **Date:** | September 12, 2012 | **Start Time:** | 7:30 a.m. | **End Time:** | 9:15 a.m. |
| **Meeting Coordinator/ Facilitator:** | Janet M. Cunningham | **Location:** | | Northwest Center for Advanced Studies | |
| **Meeting Recorder:** | Janet M. Cunningham | **Meeting Timekeeper:** | |  | |

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| **Time** | **Topic** | **Format** | **Discussion Leader** | **Desired Outcome** |
| 7:30 a.m. | Welcome and Introductions  Discuss goals of AVATAR project | Presentation | Janet Cunningham |  |
| 7:45 a.m. | Review norms/expectations  Review Team Building presentation | Presentation | Janet Cunningham |  |
| 8:00– 9:15 | Discuss goals of the partnership  Review data; visit college algebra classroom; discuss system differences | P, D, W  O-classroom visit | Entire team |  |

**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** |
| After reviewing data, the team discussed additional data they would like to see, including information about college readiness rates. This information will be added to the data presentation. | Janet Cunningham | September 29, 2012 |
| The team discussed system differences, such as the use of calculators. Students are required to use calculators in high school classes, but may or may not be able to use them in college classes and on placement tests. There needs to be a greater awareness of the requirements for each assessment. Janet will bring in examples of the different tests to the next meeting. | Janet Cunningham | October 17, 2012 |
| Also for the next meeting, there will be a review of the College and Career Readiness Standards and a discussion regarding the new state mathematics standards. | Janet Cunningham | October 17, 2012 |
| **Notes** | | |

**Meeting Participant List**

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| **Name** | **Title** | **Organization/Institution** |
| Dr. Melana Silva | P-12 Math/Science Teacher | Calallen ISD |
| Sandra Rippstein | Secondary Mathematics Teacher | Calallen ISD |
| Faye Wilson | Secondary Mathematics Teacher | Calallen ISD |
| Paul Johnson | Math Instructor | Del Mar College |
| Dr. Faye Bruun | Assistant Professor, Department of Curriculum and Instruction | Texas A&M University Corpus Christi |
| Toni Norrell | Mathematics Curriculum Consultant | Education Service Center, Region 2 |
| Melissa Morin | Research, Planning, and Initiatives Consultant | Education Service Center, Region 2 |
| Dr. Janet M. Cunningham | Executive Director | Coastal Bend Partners for College and Career Readiness (P-16 Council) |