**From:** Mary Lea Pfenninger   
**Sent:** Monday, November 02, 2015 11:12 AM  
**To:** Sarah Woodring; Ashley Bergeron; Nan Gainer; Terri Smith-Chavira; Pam Yosko; Gayle Parenica; Cheryl Shamburger  
**Cc:** Harris, Mary  
**Subject:** AVATAR Meeting Notes

        We will have 3 VAT meetings to work on the modules.

        The dates are December 3, 2015; February 1, 2016; April 12, 2016.  Please mark your calendars.

        The meeting will be from 9 to 3.

        Summer Delivery of Modules will be July 27th (two 3 hr. trainings with a split of the Setting Expectations training)

        AVATAR will provide lunch, travel and sub pay for the LEA’s.

        I will be putting in headers for these meetings and the July training.

        We will begin developing 2 three hour modules at these VAT meeting

o   The two modules we will concentrate on are

  Setting Expectations for College Course Work

  Organizations of Courses

o   There will be a ELAR and a Math version for Setting Expectations of Course Work

o   We will first develop the Setting Expectations then move to the Organization of Courses

        The live binders is where we want the teachers to put resources and where we will be putting resources for each of the 6 Modules.

        I will create a standard PPT background that will be used for all PPT that we develop.

        Agenda for first Day

o   Each person will have a folder with CCRS and CPC’s

o   The PPTs will be developed from the following outline:

o   If we all use Goggle Slides we can work in real time and it will be easy to transfer the newly developed template

  Rational for Modules

  Overview/ graphic of how this modules fits into big picture

  Research behind the module

  *Edivate* video if applicable

  Content connections

  Technology connections

  Addressing the “top 5” from each category

  Evidence of Learning

o   **We want these trainings to have a direct impact on instruction**

o   We will ask secondary teachers to bring their top 5  for each meeting such as “hard to teach areas”  and post-secondary teachers top 5 “what I wish they knew”

If I have omitted anything, let me know. I will be sending out an email today to the LEA’s and post-secondary.  Informing them of the meetings and expectations. Thank you for all your hard work.

The CTE meeting tomorrow will be our first meeting focusing on the endorsements.

**Mary Lea Pfenninger**

Advanced Academics, Gifted/Talented, AVATAR

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