

**AVATAR Partnership Region: \_\_\_\_\_\_\_\_14\_\_\_\_\_\_\_\_\_\_**

**Meeting/Session Documentation Form**

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

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| **Meeting:** | Region 14 AVATAR Meeting | | | | |
| **Meeting Purpose:** | To work on goals for action plans | | | | |
| **Date:** | June 18, 2015 | **Start Time:** | 8:15 a.m. | **End Time:** | 10:00 a.m. |
| **Meeting Coordinator/ Facilitator:** | Vicki Hayhurst | **Location:** | | Region 14 ESC | |
| **Meeting Recorder:** | Vicki Hayhurst | **Meeting Timekeeper:** | | Vicki Hayhurst | |

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| **Time** | **Topic** | **Format** | **Discussion Leader** | **Desired Outcome** |
| 8:15-8:30 | AVATAR Survey | Discussion | Vicki Hayhurst | Gather information to apply to survey |
| 8:30-9:00 | College Prep Courses | Discussion | Vicki Hayhurst | To find out where we stood in the development of CPC’s in the region. |
| 9:00-10:00 | 2015-2016 Action Plan | Discussion | Vicki Hayhurst | Share information of work being done to create pipelines for endorsements. Share DANA information with the group. |

**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** |
| Gather data concerning CPC courses between Abilene ISD and Cisco College | Gail Thompson | August 1, 2015 |
| Gather data concerning CPC courses between Ranger College and Region 14 ISD | Vicki Hayhurst | August 1, 2015 |
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| **Notes** | | |
| 1. Welcome 2. MOU  * Review MOU Samples * Choose two samples * Review ESC draft  1. Survey  * Due June 30th * College Prep courses in place-See above action items * Success of courses  1. Action Plan  * Due July 30th-date was extended * Goals * Develop ISD, post-secondary, and workforce/P-16 partnerships appropriate to local endorsement options * Facilitate offering and documentation of College Preparatory Courses of the partnership * Deepen vertical alignment of the ELA (or can be Math and/or Science) offerings of ISD and post-secondary partners * Objectives * Plan of Work * Related objective * Activity * Planned Evidence of Implementation * Planned Evidence of Impact * Timeline, Responsibility, Resources, Evaluation * Budget Plan  1. AISD Certifications  * Review and discuss`  1. Future Meeting Dates: September 10, 2015; December 3, 2015; March 24, 2015 | | |

**Meeting Participant List**

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| **Name** | **Title** | **Organization/Institution** |
| Kamie Pruett | Accountability Consultant | Region 14 ESC |
| Roy Bartels | Chief Technology Officer | Western Texas College |
| Abbie Randolph | Executive Director | Abilene P16 Council |
| Mary Ross | Executive Director | West Central Texas Workforce Solutions |
| Gaile Thompson | Executive Director of CTE | Abilene ISD |
| Vicki Hayhurst | CTE Specialist  Facilitator/Coordinator | Region 14 ESC |
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