

**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:** | Focus of Work | | | | |
| **Date:** | April 30, 2014 | **Start Time:** | 4:00 p.m. | **End Time:** | 5:25 p.m. |
| **Meeting Coordinator/ Facilitator:** | Janet M. Cunningham | **Location:** | | STAR Annex | |
| **Meeting Recorder:** | Janet M. Cunningham | **Meeting Timekeeper:** | | Connie Nowell | |

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| **Time** | **Topic** | **Format** | **Discussion Leader** | **Desired Outcome** |
| 4:05 p.m. | Welcome | Discussion | Janet Cunningham |  |
| 4:07 p.m. | Discussion Items | Discussion | Janet Cunningham | Plan for college preparatory course |
| 5:23 p.m. | Next Meeting | Discussion | Janet Cunningham | Set date |
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**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** |
| Welcome:  Dr. Cunningham introduced new member, Jake Salcines, West Oso ISD Dean of Instruction.  Discussion Items:   1. College Preparatory Course   This will be an Avatar project. There was a lengthy discussion of how this course will be implemented. Items for discussion included:  • The purpose of the course;  • Having A and B courses and what each course would cover;  • What students should be in which course;  • The technology component of the course;  • Calculator use in the course;  • Course objectives;  • High school juniors taking the course;  • Basing the course on TSI objectives;  • When the course should be ready, etc.  It was decided that the team to prepare the course would include the entire Avatar membership. Several members offered to look at certain areas and have information ready for the next meeting.  The stipend amount for attendance at meetings was discussed. |  |  |
| Next meeting – Wednesday, May 14, at 4:00 p.m., STAR Annex, 4201 Calallen Dr. | Dr. Janet Cunningham |  |
| **Notes** |  |  |
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**Meeting Participant List**

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| **Name** | **Title** | **Organization/Institution** |
| Jake Sakines | Dean of Instruction | West Oso ISD |
| Dr. Melana Silva | Curriculum Coordinator | Calallen ISD |
| Dr. Janet M. Cunningham | Executive Director | E2E Partners (P-16 Council) |
| Carlos Guerrero | Instructional Coach | Robstown ISD |
| Paula Kenney-Wallace | Division Chair | Coastal Bend College |
| Toni Norrell | Math Specialist | ESC-2 |
| Melissa Morin (by conference call) | Research & Planning | ESC-2 |
| Lisa Hernandez | Math Teacher | Odem-Edroy ISD |
| Cindy Funke | Math Teacher | Odem-Edroy ISD |
| Paul Johnson | Math Instructor | Del Mar College |