

**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:** | ELAR/Math AVATAR Team Meeting | | | | |
| **Meeting Purpose:** | Information Meeting | | | | |
| **Date:** | November 16, 2015 | **Start Time:** | 3:00 p.m. | **End Time:** | 4:30 p.m. |
| **Meeting Coordinator/ Facilitator:** | Janet M. Cunningham | **Location:** | | Calallen Charter High School | |
| **Meeting Recorder:** | Janet M. Cunningham | **Meeting Timekeeper:** | | Janet M. Cunningham | |

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| **Time** | **Topic** | **Format** | **Discussion Leader** | **Desired Outcome** |
| 3:00 | Welcome | Discussion | Janet Cunningham |  |
| 3:10 | Goals for 2015-16 | Discussion | Janet Cunningham |  |
| 3:15 | Discussion Items | Discussion | Team Members |  |
| 4:20 | Stipends | Discussion | Janet Cunningham |  |
| 4:30 | Plans for Next Meeting |  | Janet Cunningham | Meeting date set. |

**AVATAR Meeting Minutes**

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| **Action Item** | **Person Responsible** | **Due Date** |
| Welcome: Dr. Cunningham welcomed members.  Goals: Dr. Cunningham presented the Group’s 2015-16 goals for review and discussion.  Discussion Items:   1. *College Prep Course (CPC).* Major discussion on all aspects of the course, to include counselor survey results; implementation of a CPC advisory council, including date of meeting, roles and responsibilities of members, representatives from IHEs, ESC, superintendents, counselors, teachers, TSI coordinators; a timeline of events, CPC webpage suggestions; review of MOU for possible changes; college readiness designation for ELAR/math and procedures; ELA training and course updates; math training and course updates. 2. *ELA/Math Symposium*. Postponed to a later date. 3. *College Preparatory Mathematics Assessment (fall semester exam)*. To be distributed for suggestions.   Stipends: To be distributed in December.  Plans for Next Meeting: A meeting has been set for Wednesday, December 2, at 3:00 p.m. at Calallen Charter High School. | All members.  Dr. Paula Kenney-Wallace will send to math team for suggestions.  Dr. Cunningham. |  |
| **Notes** |  |  |
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**Meeting Participant List**

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| **Name** | **Title** | **Organization/Institution** |
| Dr. Janet M. Cunningham | Executive Director | E2E Partners (P-16 Council) |
| Dr. Paula Kenny-Wallace | Exec Dir/Institutional Effectiveness | Coastal Bend College |
| Bethany Goralczyk | Asst. Instructor, Math Learning Ctr | Del Mar College |
| Veronica Gutierrez | Curriculum Director | Odem Edroy ISD |
| Polly Allred | Math Instructor | Texas A&M University-Kingsville |
| Sandra Valerio | Asst. English Professor | Del Mar College |
| Tammy Donaldson | Instructor of Reading | Del Mar College |
| Elsa Brown | Math Instructor | C Math Is Easy |
| Steven Mendoza | Math Curriculum Specialist | ESC2 |
| Susan Murphy | Assoc. English Professor | Texas A&M University-Corpus Christi |
| Shere Salinas | Secondary Math Specialist | CCISD |
| Jody Briones | Assoc. English Professor | Texas A&M University-Kingsville |
| Laura Knippers | Admissions | Texas A&M University-Kingsville |
| Michael Holland | Teacher | Banquete ISD |