**Documentation of AVATAR Technical Assistance Phone Conversation**

**Participants:** Ed Vara, ECS Region 13, and Mary Harris, AVATAR

**Date:** Nov. 16, 2012 **Time:** 1:30-1:45

**Status of documentation:**

Ed has completed and turned in all meeting minutes, the Data PowerPoint, and a regional Action Plan. Ed will update us if there have been any changes made to the region’s partner and team member lists.

**Topics discussed:**

The team is focusing on ELA and writing. The team includes leadership for VAT from Susan Diaz, the Region 13 literacy specialist. The team is taking a multi-level approach to student transitions from high school to community college that considered perspectives of parents, students, and educators. Recent meeting has been virtual and includes participation in a blog. In response to Ed questioning whether he needs to supply this data, Mary informed Ed that AVATAR documentation calls for listing of major topics and decisions made, not the details of the conversations. The team will focus on skills needed for college success at their Oct. 22nd meeting. Although data power point focuses on Anderson High School in Austin ISD and Austin Community College, St. Edwards University is also involved. Because the posted Data PowerPoint has blanks, there is concern that it may not be final version. Ed and Mary discussed the relationship of AVATAR process to the one presented in Texas College and Career Readiness Profile Planning Guide published by Region 13.

**Follow-up actions:**

Ed will send any updates to the region’s minutes, Action Plan, and lists of partners and team members. Ed will review the posted Data PowerPoint to ensure that is the region’s latest draft.