

**AVATAR Partnership Region 10**

**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 10 AVATAR Team Meeting |
| **Meeting Purpose:** | Phase Three Implementation Planning Meeting |
| **Date:** | September 11, 2012 | **Start Time:** | 5 PM | **End Time:** | 7 PM |
| **Meeting Coordinator/ Facilitator:** | Chris Kanouse | **Location:** | Brookhaven College room X1008 |
| **Meeting Recorder:** | Marilyn Lynch | **Meeting Timekeeper:** | Marilyn Lynch |

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| **Time** | **Topic** | **Format** | **Discussion Leader** | **Desired Outcome** |
| 5:00-5:45 PM | Key Learnings from 2011-2012 Team Members | F = Individual summaries | Chris Kanouse | Collect baseline data to inform next steps |
| 5:45-6:30 PM | Identify Local Data Collections for 2012-2013 | P = Powerpoint | Chris Kanouse | Review sample data sources to inform data collection for 2012-2013 |
| 6:30-7 PM | Establish 2012-2013 Goals and Create 2012-2013 Action Plans | W G | Chris Kanouse | List general goals to be finalized at the next meeting |

**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** |
| Finalize data elements for 2012-2013 focus | AVATAR Team Members | October 22, 2012 |
| Identify Dallas ISD administrators and 1 new teacher to join 2012-2013 team | Chris Kanouse and Marilyn Lynch | October 22, 2012 |
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| **Notes** |
| List of Team Member Goals1. Extend work begun last year/take action2. Reach administrative levels at DISD3. Create sustainability/scalability4. See changes occur5. Involve interested individuals in iPad projectSummary Information of topics discussed1. Curriculum alignment done
2. The concerns include policies, processes, student expectations, levels of responsibilities and rigor disconnects. Math and chemistry sequences need to be aligned to support students" concept development "
3. Learning Frameworks" Cross Curricular Disciplines: Teaching how to learn, study skills, note taking, and taking initiative
4. Addressing gaps is difficult because so many subtle differences
5. Agreed to add new members at October 22nd meeting that will support the administrative influence needed to help create systemic changes at the campus and district levels.
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**Meeting Participant List**

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| **Name** | **Title** | **Organization/Institution** |
| Claire Bambrough | Chemistry Faculty | Brookhaven College |
| Rachmad Tjachyadi | Chemistry Faculty | Dallas ISD (W.T. White HS) |
| Michelle Porter | Chemistry Faculty | Dallas ISD (Jefferson HS) |
| Diana Mason | Chemistry Faculty | University of North Texas |
| Maria Ona | Algebra II Faculty  | Dallas ISD (Jefferson HS) |
| Czarina Reyes | Algebra II Faculty | Brookhaven College |
| Mary Ann Teel | Algebra II Faculty | University of North Texas |
| Don Perry | Executive Director | Dallas County Community College District |
| Marilyn Lynch | Associate Vice President | Brookhaven College |
| Julie Glass | Undergraduate Associate Dean | University of North Texas |
| Chris Kanouse | Program Director | Region 10 ESC |
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