

**AVATAR Partnership Region: 9**

**Meeting/Session Documentation Form**

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

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| **Meeting:** | General AVATAR Team | | | | |
| **Meeting Purpose:** | Establish Plans for 2013-14, Train New members | | | | |
| **Date:** | April 25, 2013 | **Start Time:** | 4:00 p.m. |  | 6:00 p.m. |
| **Meeting Coordinator/ Facilitator:** | Kathy Harvey | **Location:** | | Region 9 ESC | |
| **Meeting Recorder:** | Jessica Sutherland | **Meeting Timekeeper:** | | Kathy Harvey | |
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| **Time** | **Topic** | **Format** | **Discussion Leader** | **Desired Outcome** |
| 4:00 | Team Reports on projects | P,D | Paula Whitman & Christina Hoffmaster-Math | Math team voted to go forward with their Teacher Seminar for next year-fall date and expanded audience |
| 4:15 | Team Reports on projects | P,D | Joe Johnston, ELA | ELA team voted to go forward with Teacher Exchange; will offer a summer workshop for teachers on college level thesis writing |
| 4:30 | Report on P-16/GenTX training | P,D | Denise Sanders | Denise reported on the sessions and information shared at the P-16/GenTX meeting in Austin and solicited volunteers from P-16 & AVATAR for next training in June. |
| 4:45 | Grant Budget Review of expenditures | P, D | Kathy Harvey | Team members received a report about grant expenditures to date and voted to allocate stipends to team members for 2012-2013. Team also voted to continue funding projects, and develop new ones with grant funds. |
| 5:00 | Training of new team members | P, W | Kathy Harvey | New team members were trained on AVATAR concept, goals, and expectations for 2013-2014. Another training will be conducted on September 12 for those new members unable to attend. |

**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** |
| Meeting minutes, grant expenditure report | Kathy Harvey | May 24, 2013 |
| Math Team Plans Finalized for 2013-2014 | Karen Gragg, Christina Hoffmaster | September 12, 2013 |
| ELA Team Plans Finalized for 2013-2014 | Joe Johnston, Denise Sanders | September 12, 2013 |
| Fall Training for New Team Members | Kathy Harvey | September 12, 2013 |
| **Notes** | | |
| ROTATING OFF AVATAR TEAM:  Kristen Garrison, MSU, ELA  Joshua Loeffer, Hirschi-ELA  Yvonne Kistler-Baker, Rider-ELA  NEW TEAM MEMBERS:  Becky Green, MSU-ELA  Lezli Boren, WFHS-Math  Diane Hubbard, ESC 9-Math  Erika Leopold, WFHS-ELA  Terry McDonald, MSU-Math  Joe Johnston is offering 2 summer workshops for ELA teachers in secondary and postsecondary grades. These workshops will be free of charge to any teacher and reading materials will be provided free of charge. **Mission Accomplished: How I Learned to Stop Worrying and Love Thesis Statements** will be offered June 14 and July 23 at Region 9 ESC. The workshop participants will be invited to become members of the ELA Teacher Exchange group for fall and spring of 2013-14. | | |

**Meeting Participant List**

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| **Name** | **Title** | **Organization/Institution** |
| Kathy Harvey | Facilitator | Region 9 ESC |
| Greg Fowler | Dean | Vernon College |
| Dr. Karen Gragg | Dean | Vernon College |
| Dr. Gary Don Harkey | Dean of Instructional Services | Vernon College |
| Christina Hoffmaster | Instructor-Math | Vernon College |
| Joe Johnston | Dean | Vernon College |
| Justin Loeffler | Math Teacher | WFISD |
| Dr. Mona Pelkey | Curriculum Specialist | Vernon ISD |
| Ward Roberts | Curriculum Specialist | WFISD |
| Denise Sanders | Instructor | Vernon HS |
| Lee Seman | Instructor | Burkburnett ISD |
| Cindy Skjelstad | Instructor | Iowa Park CISD |
| Jessica Sutherland | Early College Start Coordinator | Vernon College |
| Sandra Scheller | Instructor | WFSD |
| Misti Spear | Curriculum Specialist | WFISD |
| Paula Whitman | Instructor | Vernon College |
| Becky Green(New) | Instructor | Midwestern State University |
| Diane Hubbard(New) | Curriculum Specialist | Region 9 ESC |
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