

AVATAR Meeting Notes

Meeting:	AVATAR -CORE TEAM MEETING		
Date:	November 14, 2001		
Start Time:	1:00 P.M.	End Time:	2:15 P.M.
Location:	Conference Call		
Participants:	Jean Keller, Mary Harris, Chris Kanouse, Marilyn Kolesar-Lynch, Kathy Wright-Chapman; Francine Holland, Shana Luster		
Meeting Purpose:	Provide program updates		
Preparation Required:	Participation in group meetings		

Topic	Discussion Leader	Feedback
<ul style="list-style-type: none"> • Regional Updates <ul style="list-style-type: none"> A. Region 10 B. Region XI C. Region 7 	<p>Chris Kanouse & Marilyn Kolesar-Lynch</p> <p>Kathy Wright-Chapman</p> <p>Brenda Hill</p>	<p>Chris Kanouse reported that the Region 10 team met on November 12, from 9:30-3:30 at Brookhaven College. Prior to that face to face meeting, AVATAR modules were uploaded onto Moodle and team members worked on the modules independently in order to prepare for the meeting. The feedback regarding Moodle was positive. While there was a change in Dallas ISD partners, new partners are engaged and getting up to speed meeting expectations. Dallas ISD Central Office personnel participated.</p> <p>Marilyn Kolesar-Lynch shared that Chris Kanouse did an excellent job as facilitator of the group and said the small group interactions worked very well as all members readily participated. The format for this group will be a blended learning model.</p> <p>Kathy Wright-Chapman reported that the Region XI team also met face to face on November 12, from 8:30-3:30 at Region XI. Kathy stated that personalities were very open and there was a good, lively exchange among participants, which also included members from FWISD central office.</p> <p>Information about Accuplacer and other placement exams was disseminated and discussed. Kathy reported that participants had not seen the information previously, but found it interesting. The overall content was looked at and was very informative. It was noted that the Accuplacer requires different writing than what secondary curriculum requires.</p> <p>Kathy also reported that course profile templates have been reviewed and work on them has been started. The English/Language Arts (ELA) team saw a need to identify key terms due to the uniqueness of some of the terms to postsecondary level.</p> <p>Due to technical difficulties, Brenda Hill was not able to be on the call. A progress report has been requested and notes will be added accordingly. Update: 11/28/11: THECB is in the process of taking Region 7 products to an evaluation team for review. Once completed, adjustments will be made based upon recommendations, and then disseminated throughout the regional service center and possibly through other centers as well.</p>

<ul style="list-style-type: none"> • Evaluation Update 	Mary Harris	Mary Harris indicated she was onsite for both face to face meetings and has notes and tape recordings of the sessions, which will be used for evaluation purposes. Mary was pleased with the efforts and outcomes of Region 10 and XI partners.
<ul style="list-style-type: none"> • Logistics Update 	Shana Luster	Shana Luster reported that the AVATAR Keep and Share site calendar is available and that files for sharing among and between AVATAR partners will be posted shortly. Each region will have access to their files and there will be a general repository for sharing information common to all groups. Spring meeting dates were also requested and will be put on the calendar when received.
<ul style="list-style-type: none"> • Statewide Rollout Program Plans 	Francine Holland	Francine shared she had visited with the Education Service Center Executive Directors about AVATAR and invited them to work with their regional P-16 Councils. Francine will be meeting again with the Education Service Center Directors and try to get final commitments.
<ul style="list-style-type: none"> • Program Coordinator Update 	Jean Keller	<p>We will need at least 11 more partners (Regional ESC and P-16 Councils) along with community college, four-year IHE, secondary, and workforce representatives. Each partnership should be around 6-9 people representing the organizations noted and be willing to scale this in their communities just like our pilot projects. The partnership members would need to participate in a day and half training (may be a day with a follow up video conferencing) at Region XI and then implement model back in their home areas. We will provide technical assistance and support. In order to roll this out to enough each of the 11 partners, plus our pilots (3) = 14, who will need to reach 50 to 60 people from the groups noted above. I believe we can pay each of the 11 partners around \$7,000 each. This could go to the ESC and they could decide how to spend it. We will need to pay for each member of the partner teams' travel and expenses to Fort Worth for the travel and this will need to come out of the \$7,000.</p> <p>Jean Keller thanked Marilyn the warm hosting of Region 10 partnership session. She thanked Chris for her facilitation efforts and session leadership work and for creating the Moodle to engage team members using a distance learning component.</p> <p>Jean thanked Kathy for her vision and project leadership. She also stated that things are moving along as envisioned and suggested that it might be helpful for team members to go back and look at the AVATAR model again to see if anything is in need of revisiting. Before the Statewide planning meeting, Jean would like team members to consider barriers and constraints, look at what was anticipated as a barrier or constraint but wasn't. Additionally, processes, particularly of the statewide variety, should be looked at with scalability in mind.</p> <p>Jean also would like the Core Team to consider what is desirable to accomplish during the Spring sessions – for discussion at December 15th Core Team meeting, 1:00-2:30pm at Brookhaven College.</p>
<ul style="list-style-type: none"> • Invoices & Payments 		Jean requested that invoices be submitted ASAP so as to be paid before the winter holiday break.
<ul style="list-style-type: none"> • Minutes Approval 		Core Team Meeting Minutes of October 17, 2011 were accepted by consensus

Action Items	Person Responsible	Due Date
Keep and Share up and running: update calendar, populate folders, invite all members	Shana Luster	Week of November 14
Request update status of Region 7 from Brenda Hill and ask about formative assessment strategies	Shana Luster	Week of November 14
Provide Spring meeting dates	Brenda Hill Chris Kanouse Kathy Wright-Chapman	ASAP ASAP Provided and posted on AVATAR calendar
Review of AVATAR Model	Core Team	December 6 and December 15
Prepare for Statewide Vertical Alignment Training/Set Agenda	Jean Keller & Shana Luster	December 6
Core Team Meeting	Shana Luster & Jean Keller Marilyn (Will Host)	December 15