

### AVATAR Meeting Notes

<b>Meeting:</b>	AVATAR STATEWIDE ROLLOUT REGION 11 MEETING		
<b>Date:</b>	December 6, 2011		
<b>Start Time:</b>	1:00 P.M.	<b>End Time:</b>	2:30 P.M.
<b>Location:</b>	Region 11		
<b>Participants:</b>	Jean Keller, Mary Harris (by conference call), Kathy Wright-Chapman; Francine Holland, Nicole Volkman		
<b>Meeting Purpose:</b>	Statewide Rollout Planning		
<b>Preparation Required:</b>	Participation in group meetings		

Topic	Discussion Leader	Feedback
<ul style="list-style-type: none"> <li>• Statewide Sealing of AVATAR</li>   <li>• Reference Course Profiles</li>   <li>• Action Items</li> </ul>	<p>Kathy Wright-Chapman; Francine Holland</p>	<p>P-3: Process; Partners; and Plan</p> <p>Francine shared there had been two meeting with the state-wide ECS Core Team about AVATAR, the state-wide scale up, and the Training of Trainer (TOT) initiative for ESC staff to use with P-16 Council (including workforce representatives, secondary, and postsecondary teams). Francine felt there was interest with other ESCs</p> <p>Items needed: Letter of invitation; application, including criteria for partnerships and level of expertise related to content and curriculum alignment of partners; draft partnership agreement; and one-page summary of AVATAR with focus on Phase III</p> <p>Jean summarized the discussion that occurred on the conference call with the THECB.</p> <ul style="list-style-type: none"> <li>- Changes will be made to assessment content to Assessment: A Process of Engagement (Shana and Kathy will complete)</li>   <li>- Pathways project needs further research to assess the correlation with AVATAR (Shana will follow up).</li> </ul> <p>Jean will email Kathy Reference Course Profile information as it relates to the templates – 12/7/2011</p> <p>Nicole will draft a letter of invitation to ESCs and by 12/12/2011 for review along with a 1 page summary of AVATAR with primary focus on phase III.</p> <p>Jean will review and send to Kathy and Francine draft letter of invitation to ESC and by 12/13/2011 Kathy, Shana, and Jean will review templates and Reference Course Profiles by 12/14/2011 and Shana will be prepared to share at 12/15/ 2011 AVATAR Core meeting</p>

		<p>Shana will update AVATAR Core team on 12/15/ 2011 on discussion and recommend how we should engage with Pathways</p> <p>Nicole will prepare draft partnership agreement/letter of agreements for state-wide scale up of AVATAR project (Phase III) for review by 1/3/2012</p>
--	--	--

<b>Action Items</b>	<b>Person Responsible</b>	<b>Due Date</b>