

Action and Sustainability Plan – August 2013 to July 2014 (see Items for Consideration)

Region: 16 (Updated 11-1-13)

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| Date | Vertical Alignment Actions | Resources Required and Persons Responsible | Evidence of Implementation | Evidence of Impact |
|  | **Forming and Sustaining Vertical Alignment Partnerships and Course Team Relationships** |  |  |  |
| July 15, 2013 | Convene Team | -Meeting Agenda-Coordinator/Facilitator | Meeting Agenda/Minutes | -Team members for `13-14 established.-Planning for 7-25-23 Region 16 ESC Math Conf. presentation accomplished. |
| By Sept. 30, 2013 | Convene Team | Coordinator/Facilitator | Meeting Agenda/Minutes | Focus for `13-14 established. |
|  | **Promoting Student Success through Critical Conversations, Actions, and Outcomes to Promote Student Success** |  |  |  |
| Aug. 1, 2013 | Regional Action Plan for 2013-2014 Due | Coordinator/Facilitator | `13-14 Plan submitted. |  |
| Nov. 6, 2013 | Review Regional Action Plan with P16 Executive Committee | Coordinator/Facilitator | P16 Executive Committee meeting minutes |  |
|  | **Collecting and Reporting Regional Student Data** |  |  |  |
| By Sept. 30, 2013 | Partners establish format and deliverables for math journal project. | Coordinator/Facilitator |  |  |
| Nov. 6, 2013 | Review regional developmental education student data with P16 Executive Committee | -Data from WTAMU-Coordinator/ Facilitator & WTAMU Provost/Vice President for Academic Affairs | P16 Executive Committee meeting minutes |  |
| By June 2014 | Conduct Student Interviews | Project Directors |  |  |
| By June 2014 | Review Student Math Journals | Project Directors |  |  |
| By June 2014 | Sample of Students Take TSI and Results Reviewed | Team/Project Directors |  |  |
| Date | **Vertical Alignment Actions** | Resources Required and Persons Responsible | Evidence of Implementation | Evidence of Impact |
|  | **Creating Shared Student College and Career Readiness and Success Understandings and Foundations** |  |  |  |
| Aug. 29, 2013 | Report plans to P16 Management Board | Coordinator/Facilitator | Meeting Agenda/Minutes | P16 Management Board affirms direction of project. |
| Nov. 6, 2013 | Report progress to P16 Executive Committee | Coordinator/Facilitator | Meeting Agenda/Minutes | P16 Executive Committee affirms direction of project. |
| Jan. 17, 2014 | Report progress to P16 Management Board | Coordinator/Facilitator | Meeting Agenda/Minutes | P16 Management Board affirms direction of project. |
| June 2014 | Report progress to P16 Executive Committee | Coordinator/Facilitator | Meeting Agenda/Minutes | P16 Executive Committee affirms direction of project. |
|  | **Training 2013-2014 Vertical Alignment Course Team**  |  |  |  |
| May 10, 2013 | Team Orientation, Training, & Planning | -PowerPoint with overview of project-Coordinator/Facilitator | Meeting Agenda/Minutes/Notes |  |
| By Sept. 30, 2013 | Convene Team | Coordinator/Facilitator | Meeting Agenda/Minutes | Focus for `13-14 established. |
| By June 30, 2014 | Conduct Team Reflections, Celebrations and Next Steps. | P-16 Council Leader and Coordinator/ Facilitator | Meeting Held and Actions’ Documented | Sustaining Vertical Alignment Partnerships in Region |
| Date | Vertical Alignment Actions | Resources Required and Persons Responsible | Evidence of Implementation | Evidence of Impact |
|  | **Outreaching and Communicating Your Regional Work with Education System Administrators, Key Leaders, P-16 Council Members, and Others**  |  |  |  |
| Monthly | Partners and Team Members Vertical Alignment Outreach Activities and Outcome Logs and Meeting/Sessions Forms Completed and Submitted | Coordinator/Facilitator | Meeting Minutes submitted. |  |
| Aug. 29, 2013 | Report plans to P16 Management Board | Coordinator/Facilitator | Meeting Agenda/Minutes | P16 Management Board affirms direction of project. |
| Oct. 23, 2013 | Describe AVATAR math project as part of presentation at Region 16 School Board Conference, “College Readiness & Your Panhandle P16 Council.” | Coordinator/Facilitator |  |  |
| Nov. 6, 2013 | Review Regional Action Plan with P16 Executive Committee | Coordinator/Facilitator | P16 Executive Committee meeting minutes | P16 Executive Committee affirms direction of project. |
| Nov. 6, 2013 | Review regional developmental education student data with P16 Executive Committee | -Data from WTAMU-Coordinator/ Facilitator & WTAMU Provost/Vice President for Academic Affairs | P16 Executive Committee meeting minutes | P16 Executive Committee affirms direction of project. |
| Dec. 16, 2013 | Describe AVATAR math project as part of P-16 presentation to meeting of regional curriculum directors & leaders (“Instructional Leadership District Advisory Meeting”). | Coordinator/Facilitator | Sign-in Sheet | Interest in project expressed by attendees. |
| Jan. 17, 2014 | Report progress to P16 Management Board | Coordinator/Facilitator | Meeting Agenda/Minutes | P16 Management Board affirms direction of project. |
| Jan. 17, 2014 | Describe AVATAR math project as part of P-16 presentation to meeting of regional curriculum directors & leaders (“Regional Leaders Meeting”). | Coordinator/Facilitator | Sign-in Sheet | Interest in project expressed by attendees. |
| June 2014 | Report progress to P16 Executive Committee | Coordinator/Facilitator | Meeting Agenda/Minutes | P16 Executive Committee affirms direction of project. |
| By Spring 2014 | Project overview to ISD administrators | Coordinator/Facilitator | Meeting Agendas | Expanded participation of ISD staff members. |

**Items to Consider in Developing AVATAR Regional Vertical Alignment Action and Sustainability Plans for August 2012 to July 2013:**

**Forming and Sustaining Partnership and Team Relationships: Norms, Logistics, Expectations, and Documentation**

 1. Meeting dates, times, locations, agendas, refreshments, session format (on-line, face to face)

 2. Attendance records, meeting minutes, and follow up items (Please use AVATAR Meeting and Documentation Form)

 3. Are other partners or team members needed? Who?

 4. Are there ways to support the team members and partners in conducting their work?

**Promoting Student Success through Critical Conversations, Action, and Outcomes**

 Ideas to consider in prioritizing goals (modified from Conley 2010):

1. Create and maintain regional college-going and completion cultures;

 2. Create and deliver core academic programs leading to college and career success (consider disciplines);

 3. Teach and expect student self-responsibility and management;

 4. Make academic “real” with opportunities for work applications;

 5. Align grading, assignments, and educational practices among educational systems;

 6. Engage educational leaders in developing, implementing, and evaluating regional priorities/actions;

 7. Engage in regional career readiness and employment continuous improvement planning

**Collecting and Reporting Regional Student Data to Use in Alignment Decision Making and Follow Up**

1. What sources will be used to gather data?

 2. What benchmarks are relevant?

 3. How will data be used to sustain and expand regional vertical alignment efforts?

 4. How will data be used to make decisions?

**Creating Shared Student College and Career Readiness and Success Understandings and Foundations: College and Career Readiness Standards and Assessments across Educational System** Ideas to consider (modified from THECB 2012 and Conley 2011):

Regional College and Career Readiness Understandings related to:

 1. Content knowledge;

 2. Cognitive strategies;

 3. Learning skills and techniques

 4. Transitions between educational systems

 5. What do we know?

 6. What do we need to know to create a solid foundation for vertical alignment work?

 7. How will we develop these understandings?

 8. How will we keep current and updated with changes in assessments across educational systems?

 9. Engage educational leaders in developing, implementing, and evaluating regional priorities/actions;

 10. Engage in regional career readiness and employment continuous improvement planning

 **Training 2012-2013 Vertical Alignment Course Team**

1. Has the team members been identified and supervisors notified?
2. Are the team members aware of their roles and responsibilities?
3. Have all training logistics been worked out?
4. Has the training agenda been prepared?

 **Reviewing Course Syllabi and Reference Course Profile Information**

1. Use reference course profile materials to conduct the review as deemed appropriate by the team

**Training 2013-2014 Vertical Alignment Course Team and Sustaining the Regional Partnership and Vertical Alignment Work**

1. Has the content been identified?
2. Has the team members been identified and supervisors notified?
3. Are the team members aware of their roles and responsibilities?
4. Have all training logistics been worked out?
5. Has the training agenda been prepared?
6. How will the vertical alignment efforts be sustained?

**Outreaching and Communicating Your Regional Work with Education System Administrators, Key Leaders, P-16 Council Members, and Others**

 1. P-16 Council Meeting dates and minutes reflecting AVATAR reports presented

 2. Partnership leaders meeting and minutes regarding AVATAR and minutes

**Statewide Network Development for AVATAR Coordinators/Facilitators**