



Action Plan – April 2015 to August 2016

ESC Region 19

Date of Action Plan submitted to UNT July 31, 2015

Members of Partnership

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Goals of Partnership

1. Continue to facilitate the region wide CPC effort by supporting teachers in the classroom
2. Streamline the transition of CPC college graduates into post-secondary coursework at EPCC and UTEP
3. Explore vertical alignment between ISDs, post-secondary, and workforce for our local endorsement options

Objectives Supporting your Goals

1. Provide content specific and college readiness training and materials for CPC secondary teachers
2. Track progress, achievement, and success of CPC students enrolled at EPCC and UTEP
3. Promote and align regional Career and Technical Education Conference to include all K-12, post-secondary, and workforce regional partners with a focus on local endorsement options

Plan of Work

| <u># of Related Objective(s) Above</u> | <u>Activity</u> | <u>Planned Evidence of Implementation</u> | <u>Planned Evidence of Impact</u> |
|--|---|--|--|
| 1 | Regional professional development provided by ESC staff | Session participant attendance sheets | Student successfully completing CPC coursework meeting regional CPC framework guidelines; increased district offerings and student enrollment in CPC courses |
| 1 | Training materials and textbook support delivered to teachers and administrators | ESC Region 19 internal documentation: time and effort and contact hour logs | Student successfully completing CPC coursework meeting regional CPC framework guidelines; increased district offerings and student enrollment in CPC courses |
| 1 | Parent materials presented and delivered to teachers in the classroom | ESC Region 19 internal documentation: time and effort and contact hour logs | Student successfully completing CPC coursework meeting regional CPC framework guidelines; increased district offerings and student enrollment in CPC courses |
| 1 | Support by EPCC and UTEP staff with college and career related recruitment presentations for students | EPCC and UTEP staff documentation of support for districts | Reports provided by EPCC and UTEP detailing student successfully transition to a degree program at EPCC or UTEP |
| 2 | Work with EPCC and UTEP advisors to ensure that students are advised and placed correctly | EPCC and UTEP staff documentation of support for districts | Reports provided by EPCC and UTEP detailing student successfully transition to a degree program at EPCC or UTEP |
| 2 | Track the progress towards degree completion of CPC students enrolled at EPCC and UTEP | Data provided by EPCC and UTEP detailing student course completion and progress towards a degree program at EPCC or UTEP | CPC students successful credit completion; CPC students graduating with a college degree |
| 3 | Support local CTE Conference by coordinating development of sessions aligned to local endorsement options | Conference marketing materials and session information | CTE Conference that meets and exceeds the needs of participants |
| 3 | Promoting CTE conference to ensure region-wide support by all partners | Conference marketing materials and session information | CTE Conference that meets and exceeds the needs of participants |

Timeline, Responsibility, Resources, and Evaluation

| Date | Activity | Who is Responsible | Resources Needed | Associated Evaluation |
|--|---|---|--|---|
| Summer and Fall 2015 | Regional professional development provided by ESC staff | Angie Haro, ESC Consultants, EPCC Faculty | Printed materials, room rentals, consultant salaries | ESC Region 19 training evaluations conducted at the end of every training session |
| Fall 2015 | Training materials and textbook support delivered to teachers and administrators | Angie Haro, ESC Region 19 Nellie Ugarte, ESC Region 19 | Printed materials, funds for local travel to districts, consultant salaries | End of semester evaluation surveys |
| Fall 2015 | Parent materials presented and delivered to teachers in the classroom | Angie Haro, ESC Region 19 Nellie Ugarte, ESC Region 19 Efren Tarango, ESC Region 19 | Printed materials, funds for local travel to districts, consultant salaries | End of semester evaluation surveys |
| Fall 2015 and Spring 2016 | Support by EPCC and UTEP staff with college and career related recruitment presentations for students | EPCC and UTEP Recruitment Staff | Consultant salaries for coordinating efforts | End of semester evaluation surveys |
| Summer, Fall, and Spring 2015 | Work with EPCC and UTEP advisors to ensure that students are advised and placed correctly | Angie Haro, ESC Region 19 Nellie Ugarte, ESC Region 19 Eliodoro Mercado, EPCC Michael Talamantes, UTEP | Consultant salaries for coordinating efforts, funds for local travel to EPCC and UTEP | End of semester reports provided by EPCC and UTEP on student placement and progress |
| Fall 2015, Spring 2016, and Summer 2016 | Track the progress towards degree completion of CPC students enrolled at EPCC and UTEP | Angie Haro, ESC Region 19 EPCC & UTEP Faculty | Consultant salaries for coordinating efforts, funds for local travel to EPCC and UTEP | End of semester reports provided by EPCC and UTEP on student placement and progress |
| Summer 2015, Fall 2015, Spring 2016, and Summer 2016 | Support local CTE Conference by coordinating development of sessions aligned to local endorsement options | Angie Haro, ESC Region 19 Efren Tarango, ESC Region 19 | Consultant salaries for coordinating efforts, session planning, funds for local travel to CTE partners | Conference attendee evaluation |
| Fall 2015, Spring 2016, and Summer 2016 | Promote CTE conference to ensure region-wide support by all partners | Lupe Mares-Edens, Federal Reserve Bank Teresa Vazquez, Workforce Solutions Borderplex Angie Haro, ESC Region 19 Dr. Raul Munoz, EPCC | Consultant salaries for coordinating efforts, session planning, funds for local travel to CTE partners | Conference attendee evaluation |

Budget Plan

| Anticipated activity | Personnel cost/Stipends | Travel/Mileage | Materials/Supplies/Facilities | Food | Consultant |
|---|---|----------------|---|----------------|--|
| April conference | (1) Administrative personnel @ \$200 per day X 2 days =\$400 | \$1,000 | Copies \$50 | \$200 | (2) consultants @ \$500 per day X 2 days =\$1,000 |
| 4 VAT meetings: (1 Fall; 2 Spring; 1 Summer) | (1) Administrative personnel @ \$200 per day X 2 days =\$400 | \$150 | Copies \$250 | N/A | (3) consultants @ \$500 per day X 2 days =\$1,000 |
| Teacher meetings as necessary | (1) Administrative personnel @ \$200 per day X 5 days + Stipends \$5,000 estimate =\$6,000 | \$200 | Average \$150 | N/A | (4) consultants @ 500 per day X 5 days =\$2,500 |
| Classroom Visits and Support | (1) Administrative personnel @ \$200 per day X 5 days =\$1,000 | \$500 | Copies and printed materials including parent packets \$6,500 | N/A | (4) consultants @ 500 per day X 5 days =\$2,500 |
| 3 training sessions | (2) Administrative personnel @ \$200 per day X 3 days =\$600 | N/A | Teacher packets \$1,500 Room rentals \$900 | N/A | (4) consultants @ \$500 per day X 3 days =\$1,500 |
| CTE Conference | (2) Administrative personnel @ \$200 per day X 5 days =1,000 | \$100 | Marketing materials \$5,000 estimate | \$3,000 | (2) consultants @ \$500 per day X 5 days =2,500 |
| Continuous communication | (1) Administrative personnel @ \$200 per day X 30 days =\$6,000 | \$200 | Phone/internet costs, office space, copies \$1,200 | N/A | (2) consultants @ \$500 per day X 30 days = \$15,000 |
| College and Career Readiness Regional Committee Meetings | (1) Administrative personnel @ \$200 per day X 3 days =\$600 | N/A | Room rentals \$2,400 Copies \$250 | N/A | (2) consultants @ \$500 per day X 3 days =\$1,500 |
| Meetings with higher ed partners | (1) Administrative personnel @ \$200 per day X 2 days =\$400 | \$100 | Certificates \$300 Copies \$50 | \$500 | (1) consultants @ \$500 per day X 2 days =\$1,000 |
| Research and Evaluation | (1) Administrative personnel @ \$200 per day X 5 days =\$1,000 | \$100 | Phone/internet costs, office space, copies \$1,200 | N/A | (1) consultants @ \$500 per day X 5 days =\$2,500 |
| TOTAL | \$17,400 | \$2,350 | \$19,750 | \$3,700 | \$31,000 |

GRAND TOTAL \$74,200