

Action Plan – January to August 2016

Texarkana College

Date of Action Plan submitted to UNT - 1/29/16

Members of Partnership (Please list all)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name (include yourself) | District/University/Workforce or P-16 Council | Title/Position | Email | Phone |
| Melisa Jones | Texarkana College | Coordinator for Developmental Education | Lisa.jones@texarkanacollege.edu | 903 823 3223 |
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| Pam Montgomery | DeKalb ISD | Math Instructor | Pam.montgomery@dekalbisd.net | 903 667 2422 |
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| Neilan Hensley | DeKalb ISD | Principal | Neilan.hensley@dekalbisd.net | 903 667 2422 |

Goals of partnership (These sample goals should be modified to focus on your specific areas of endorsement and vertical alignment.)

1. Develop ISD, post-secondary, and workforce/ P-16 partnerships appropriate to local endorsement options
2. Facilitate offering and documentation of College Preparatory Courses (CPCs) of the partnership
3. Deepen vertical alignment of the ELA and Math offerings of local ISDs and post-secondary partners

Objectives supporting your goals

1. Increase knowledge and understanding of College Preparatory Courses among local ISDs through the ISD, post-secondary, and workforce partnerships

2. Develop a common documentation system for notation of College Preparatory Course completion on high school transcripts and reporting system for course data

3. Develop vertical alignment documents, teacher resources, and a share point for College Preparatory ELA and Math partners

Plan of Work

|  |  |  |  |
| --- | --- | --- | --- |
| # of Related Objective(s) Above | Activity | Planned Evidence of Implementation | Planned Evidence of Impact |
|  | Professional development for local ISDs focusing on College Preparatory Courses | Professional development attendance; Article and photographs highlighting event | Survey participants immediately following event and again once the new semester begins |
|  | Partnership meeting to develop reporting documents | Meeting agenda  Final documents – transcript format, spreadsheet for data | Ease of end of semester data reporting and  student registration |
|  | Partnership meeting to share needs, resources, and alignment elements | Meeting agenda  Resource share point  Final documents/site | Growth of offerings in College Preparatory Courses at ISDs, Sharing of resources, Increase in communication among partners |

Timeline, Responsibility, Resources, and Evaluation

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date | Activity | Who is Responsible | Resources Needed | Associated Evaluation |
| Jan. 30 | Submit Plan | Melisa Jones |  |  |
| Feb. 2 | Conference Call | Melisa Jones |  |  |
| On or before March 4 | Partnership Meeting  (Goals, Objectives, Resources, Alignment) | Partners | College DE Instructors | Minutes of the meeting will illustrate that goals and objectives were met for the meeting |
| April | Regional Meeting | Melisa Jones |  |  |
| On or before April 1 | Partnership Meeting  (Documents, Other Region Ideas) | Partners | Presenter | Minutes of the meeting will illustrate that goals and objectives were met for the meeting |
| On or before June 3 | Professional Development | Partners |  | Seventy-five percent of participants surveyed will indicate that the sessions provided resources and information that will help make students successful in the College Preparatory Courses |
| June 7 | Conference Call | Melisa Jones |  |  |
| Aug. 15 | Final Report  Action Plan 2016-17 | Melisa Jones |  |  |

Budget plan

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Anticipated activity | Personnel cost/Stipends | Travel | Materials/Supplies | Food | Consultant |
| March Partnership Meeting | $50 Sub pay for ISD teachers (2) = **$100**  $50 DE Instructor Stipends (4) = **$200** |  |  | 12 boxed lunches = **$200** |  |
| April Partnership Meeting | $50 Sub pay for ISD teachers (2) = **$100** | Presenter – hotel, mileage, and food  **$300** |  | Breakfast food for 10 = **$100** |  |
| June Professional Development | $200 Stipends for ISD presenters (3)= **$600** |  | Copies/Handouts/Resources for ISD instructors (30-40) = **$600** | Breakfast food for 50 = **$300** |  |
|  |  |  |  |  |  |
| TOTAL | **$1000** | **$300** | **$600** | **$600** |  |