

Action Plan – April 2015 to August 2016

 ESC Region 9

Date of Action Plan submitted to UNT July 27, 2015

Members of Partnership (Please list all)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | District/University/Workforce or P-16 Council | Title/Position | Email | Phone |
| Kathy Harvey | Region 9 ESC P-16 Council | Facilitator | Kathy.harvey@esc9.net | 940-322-6928 X8217 |
| Sherri Lane | Region 9 ESC P-16 Council | Facilitator | Sherri.lane@esc9.net | 940-322-6928 X8272 |
| Dr. Gary Don Harkey | Vernon College | Dean of Instructional Services | gdharkey@vernoncollege.edu | 940-552-6291 |
| Dr. Karen Gragg | Vernon College | Division Chair-Math/Science | kgragg@vernoncollege.edu | 940-552-6291 |
| Joe Johnston | Vernon College | Division Chair-Communications | jjohnston@vernoncollege.edu | 940-696-8752 |
| Taliegha Murray | Wichita Falls ISD | Curriculum Coordinator-Math | tmurray@wfisd.net | 940-235-1021 |
| Shera Rasmussen | Wichita Falls ISD | Curriculum Coordinator-ELA | srasmussen@wfisd.net | 940-235-1021 |
| Betty Carroll | Midwestern State University | English Instructor | Betty.carroll@mwsu.edu | 940-397-4462 |
| Lee Seaman | Burkburnett ISD | Math Instructor | Lee.seaman@burkburnettisd.org | 940-569-1411 |
| Diane Hubbard | Region 9 ESC | Education Specialist-Secondary Math | Diane.hubbard@esc9.net | 940-322-6928 X8276 |
| Joni Lemley | Region 9 ESC | Education Specialist-ELA | Joni.lemley@esc9.net | 940-322-6928 X8204 |
| Michael Chapman | Region 9 ESC | Education Specialist-Career & Technology | Michael.chapman@esc9.net | 940-322-6928 X8211 |

Goals of partnership

1. To identify partnering schools’ endorsement options and determine if they align with regional workforce needs.
2. To secure signed MOUs between Vernon College and Midwestern State University and any ESC 9 school district utilizing the ELA and Math College Preparatory Courses and offer professional development training.
3. To offer education sessions to parents, educators, and counselors on ELA and Math College Prep Courses and the new high school endorsements.
4. To continue the vertical alignment partnership work between high school and higher education courses in ELA and Math content.

Objectives supporting your goals:

1. Invite new and relevant partners to join the Region 9 Education Service Center AVATAR/P-16 Council to assist with the implementation of the endorsement project. Relevant partners include primary business and industry stakeholders in surrounding Region 9 Education Service Center communities and school districts that have not previously participated in AVATAR. The capture of information would include face-to-face meetings; phone calls; or emails with business and industry representatives and school district representatives and take place during 2015-2016.
2. Obtain copies of signed MOU agreements for the Math and ELA College Prep Courses between Vernon College, MSU, and participating Region 9 Education Service Center districts. Continue to offer math and ELA College Prep Course professional development training to teachers, counselors, and administrators in the R9 service area during the 2015-16 school year. The Region 9 Education Service Center registration system allows for capturing registration; attendance; evaluation; and follow-up in the trainings provided.
3. Information sessions over the College Prep Courses and the new graduation endorsements will be offered to parents, teachers, and counselors in participating schools within the Region 9 Education Service Center area. These information sessions will be offered at Region 9 Education Service Center during College Night and the Counselor Share & Exchange workshops; and on the campus of participating school districts during 8th grade and high school PTO/PTA meetings or at other specifically scheduled times. A team comprised of teachers, counselors, and Region 9 Education Service Center education specialist will create the presentation over the CPC and new endorsement options. Data will be collected via sign-in and evaluation sheets for parents, and the Region 9 Education Service Center registration system for teachers and counselors.
4. Region 9 Education Service Center will continue to facilitate the vertical alignment work between Midwestern State University, Vernon College, and high schools served by the service center area. Math and ELA Vertical Alignment teams will compare high school textbooks and lessons with college textbooks and lessons to look for inconsistencies. The results of this analysis will be shared with area schools, and their input and feedback will be documented with emails and surveys.

Plan of Work

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| --- | --- | --- | --- |
| # of Related Objective(s) Above | Activity | Planned Evidence of Implementation | Planned Evidence of Impact  |
| Invite new partners to join council and AVATAR team. | Mail, email, phone, personal visits | Minutes from meetings | Increased partnership for greater impact of AVATAR projects within the Region 9 Education Service Center area |
| Convene meeting with new & existing members | Plan for project implementation. | Meeting agenda and minutes | Revised action plan |
| Continue CPC training for teachers & administrators | Use conference and workshop forum at Region 9 Education Service Center  | Scheduled trainings on calendar; roll sheet/sign-in sheets | Increased numbers of teachers and administrators trained will impact student performance |
| Add parent awareness of CPC  | Craft parent information sessions for presentation | Scheduled presentations on calendar; sign-in sheets | Increased parental awareness of value of CPC courses should result in increased enrollment in courses |
| Add 8th grade student, parent, and+ teacher awareness of graduation endorsements.  | 8th grade information sessions concerning endorsement options and required coursework. | Scheduled presentations; sign-in sheets | A more informed region with regard to the new graduation endorsements and better alignment with high school coursework. |
|  |  |  |  |

Timeline, Responsibility, Resources, and Evaluation

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date | Activity  | Who is Responsible | Resources Needed | Associated Evaluation |
| August | Collect names for new partner invitations | FacilitatorCurrent Partners | Contact Information | Partnership List |
| September | Convene meeting of AVATAR partners | FacilitatorNew & Current Partners | Meeting location; Agenda | Meeting minutes |
| Sept-Jan | Training for CPC Courses | FacilitatorCourse Instructors | Training location; Flyer | Registration/Evaluation |
| Oct-Nov | Parent Information Presentations | FacilitatorSchool Counselors & Administrators | Meeting location(s); Flyer | Registration/Evaluation |
| Sept-May | Quarterly Partnership Meetings | FacilitatorPartners | Meeting location; Agenda | Meeting Minutes |
| Aug-Aug | Reporting | Facilitator | Minutes; Financial Reports | Submitted by deadlines |

Budget plan

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| --- | --- | --- | --- | --- | --- |
| Anticipated activity | Personnel cost/Stipends | Travel | Materials/Supplies | Food | Consultant |
| Management System/Equipment Use |  |  | 395.00 |  |  |
| General Supplies/Postage/Reproduction/Food |  |  | 1,105.00 | 1000.00 |  |
| Stipends/Travel | 2,000.00 | 1,000.00 |  |  |  |
| Professional Services | 3,000.00 |  |  |  |  |
|  |  |  |  |  |  |
| TOTAL 8,500.00 |  |  |  |  |  |