

**AVATAR Partnership Region: \_\_\_\_\_15\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Meeting/Session Documentation Form**

Form should be completed after each meeting and given to the Regional AVATAR Coordinator/Facilitator

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| **Meeting:** | Math project group | | | | |
| **Meeting Purpose:** | Module 1 training, establish purpose of group | | | | |
| **Date:** | 4/4/13 | **Start Time:** | 4:00 | **End Time:** | 6:00 |
| **Meeting Coordinator/ Facilitator:** | Lorenzo Lasater | **Location:** | | Region 15 ESC | |
| **Meeting Recorder:** | Lorenzo Lasater | **Meeting Timekeeper:** | | Richard Roper, ESC 15 | |
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| **Time** | **Topic** | **Format** | **Discussion Leader** | **Desired Outcome** |
| 4:00 | Introductions | F | Lorenzo Lasater |  |
| 4:30 | AVATAR project background | F | Lorenzo Lasater | Build interest and background among participants. |
| 5:30 | Discussion of possibilities | D | Richard Roper | Brainstorm ideas |
|  |  |  |  |  |

**Agenda Format Key:** P = Presentation, F = Feedback, D = Decision-Making, W = Work Group, O = Other, with explanation

**AVATAR Meeting Minutes**

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| **Action Item** | **Person Responsible** | **Due Date** |
| Plan dates for next meeting | Richard Roper | 4/18/13 |
| Invite others that might be interested | All present | 4/18/13 |
| **Notes** | | |

**Meeting Participant List**

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| --- | --- | --- |
| **Name** | **Title** | **Organization/Institution** |
| Lorenzo Lasater | Chair | P-16 Council |
| John Miazga | Dean | ASU |
| Terrie Phillips | Director of AP, IB, Dual Credit | SAISD |
| Saundra Paschal | Teacher | SAISD |
| Betsy King | Teacher | SAISD |
| Marissa Guerrero | Teacher | SAISD |
| Trey Smith | Teacher | ASU |
| Christa Coffman | Teacher | HC |
| Susan Strickland | Teacher | HC |
| Karla Dominguez | Teacher | TLC Academy |
| Richard Roper | Consultant | ESC 15 |
| James Baker | Teacher | TLC Academy |
| Katherine Eyre | Teacher | SAISD |
| Cindy Byrd | Teacher | SAISD |
| LeAnne Byrd | Provost | HC |