

**AVATAR Partnership Region: IX**

**Meeting/Session Documentation Form**

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

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| **Meeting:** | ESC Region 9 AVATAR Math Team Meeting | | | | |
| **Meeting Purpose:** | Continue work on regional plan for vertical alignment | | | | |
| **Date:** | November 13, 2012 |  | 3:30 p.m. | **End Time:** | 5:00 p.m. |
| **Meeting Coordinator/ Facilitator:** | Kathy Harvey | **Location:** | | Region 9 Education Service Center | |
| **Meeting Recorder:** | Kathy Harvey | **Meeting Timekeeper:** | | Kathy Harvey | |
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| **Time** | **Topic** | **Format** | **Discussion Leader** | **Desired Outcome** |
| 3:35-4:00 | Product or project for region | F, D | Christina Hoffmaster  Paula Whitman | Determine best way to communicate math needs for students in our region |
| 4:00-5:00 | Math inform to secondary teachers  Math requirements based on EOC | D | Paula Whitman  Dr. Mona Pelkey | Create a plan for addressing both the area of need for the teacher and the student |

**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** |
| Create two teams to coordinate a math seminar for teachers and campus visits for college professors. | Paula Whitman  Christina Hoffmaster | Teams will meet again Dec. 3 for further planning |
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**Meeting Participant List**

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| **Name** | **Title** | **Organization/Institution** |
| Linda Fosnaugh | Associate Professor | Midwestern State University |
| Josh Loeffler | Math Teacher | WFISD-Hirschi High School |
| Ward Roberts | Curriculum Specialist-Math | WFISD |
| Connie Richardson | Assistant Professor | Midwestern State University |
| Cindy Skjelstad | Math Teacher | Iowa Park CISD |
| Chery Sigel | Math Teacher | Vernon ISD |
| Mona Pelkey | Science/Math Curriculum Specialist | Vernon ISD |
| Paula Whitman | Math Instructor | Vernon College |
| Christina Hoffmaster | Math Instructor | Vernon College |
| Karen Gragg | Math/Science Division Chair | Vernon College |
| Gary Don Harkey | Dean of Instruction | Vernon College |
| Lee Seman | Math Teacher | Burkburnett ISD |
| Jessica Sutherland | Early College Start Coordinator | Vernon College |