# PTAA Advisory Board MINUTES

Meeting Date/Time: **July 23, 2019 2- 4:00 p.m.** Meeting Location: **PTAA/Fate**

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| Meeting called by | Shawntae Minyard, Richland College, Director Educational Partnerships |
| Type of meeting | 2019-20 PTAA/IHE Partnership Planning Meeting |
| Facilitator | Shawntae Minyard |
| Note taker | Shannon Houston |
| Timekeeper | Shawntae Minyard |

 | Shawntae Minyard, Shubham Pandey, Shannon Houston, Kelli Causey, Heather Sumrow, Jennifer Cayce, Connie Jones. Brooke Cook, Tonya Haddox, Becky Jones, Michael Sanderson |

## Agenda Items

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| Topic | Presenter |  |

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|[ ]  **Summer Bridge**: Hosted by Richland for all 3 campuses. Went very well. Approx. 67 students came for Mesquite/Fate. Approx. half of the incoming students from Mesquite did not attend and so they have not gone on the campus tour or receive their College ID. For future years – we may consider changing the date to another month during the summer in order to have more students that are not “out of town.” Pandey suggested possibly doing a Bridge during the last week of school in May, and also one during the summer. Becky Jones said that other schools have tried this before and found the students had already “checked out.” Most of Richland’s schools make their Bridge Mandatory. Parents definitely need to understand the importance of their BUY IN. Shawntae Minyard said that she could come out to school and talk with parents for them to understand that this program is RIGOROUS and the students need support from home and school and college, alike. During Open House: we need to have a parent “pow wow” to learn and understand about the PTECH dual credit program. **Orientation for Mesquite**: August 8th,  6:30, for High School. **Orientation for Fate**: August 14th 6:00; **Orientation for Greenville**: August 15th, 5:30 p.m. (Possibly have a Parent Day at Richland for all campuses at the same time – to encourage the needed support- End of school year) | Shawntae Minyard | 2:00p.m. |
|[ ]  **Fall Registration**: **Greenville: July 26; Mesquite: July 30**. All students will be registered in these days – TSI passed. The on ly course that can be taken without TSI passing is the Computer Fundamental Course ITSE or Art 1301 (Art Appreciation) (this is a HS ½ credit course). **Fate Registration: August 2 morning** needs to be set. **IMPORTANT: All students must have the PTECH Packet complete on the date of Registration.** | Shawntae Minyard | 2:30 p.m. |
|[ ]  **Facilitator Training: August 6th**. Fate at 1:00 p.m. Shawntae Minyard, Mr. Welch, Julie Phillips will all be attending to train **Facilitators. Fate: 1, Mesquite: 3, Greenville: 2. (Have Facilitators bring Laptops.)** | Shawntae Minyard | 2:40 |
|[ ]  **Summer Billing:** 2 Students from Greenville took summer courses which both took 2 courses, so Mr. Pandey will pay for 4 summer courses. **Mr. Pandey also mentioned the books for next year. He needs ISBN for books.** | Shawntae Minyard | 2:45 |
|[ ]  **Transportation:** Pandey says we have 5 buses coming: 1 to Greenville, 1 Fate, 2 Mesquite, 1 to Meadow Oaks/PTAA Mesquite Elementary. Fate will not be sending any student to College Campus this year (all 9th graders). No incoming 10th/11th grader from Mesquite will be attending on campus this year. **Transportation Model will be in place for the next year (2/2 plan).** | Shawntae Minyard | 3:10 |
|[ ]  **Summer School Issues:** Mesquite students did not do well with the summer school classes. We need to emphasis the importance of withdrawing if they are having problems or must get out otherwise, they will end up with an “F” which it affects their GPA, academic probation, the cost, etc. Traditionally, Shawntae said that students going to class on campus do better than online students. Each student needs to be evaluated to make sure they will be able to handle their course load. (Counselor, College Facilitator/Faculty Mentor/IHE Education Partnership Director). The  | Shawntae Minyard/Jennifer Cayce | 2:50 |
|[ ]  **Other Items**: PTAA Classes begin August 19th. Richland College Classes begin on August 26th. Have students do LOG IN Housekeeping the first week of school so they are prepared for 1st week of College courses. | Shawntae Minyard | 3:20 |

## Action Items Person Responsible/Deadline

Plan Summer Bridge for Next year by September or October at the latest

Calendar Monthly PTAA/Richland College Meeting for the Year

Set a Year Calendar for PTAA/Richland College Meeting Agenda 1st Wednesday of Every Month. 3-4:30. Either Principal or AP from each campus must attend. Shannon Houston will send out the Calendar to all parties. (Will start with Mesquite, Fate, Greenville – Rotate)