# PTECH COACH Visit Meeting Minutes

Meeting Date/Time: **October 2019** Meeting Location: **PTAA/Fate**

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| Meeting called by | Shannon Houston |
| Type of meeting | PTECH Leadershihp Meeting/Richland/Fate Campus |
| Facilitator | Shannon HoustonShawntae Minyard |
| Note taker | Shannon Houston |
| Timekeeper | Shannon Houston |

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## Agenda Items

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| Topic | Presenter |  |

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|[ ]  Welcome. Sign In  | Shannon Houston | 1:00 p.m. |
|[ ]  **Update from Richland College**. **1**. Apologies for being out of touch for couple of weeks. **2**. Received soft numbers for Greenville. Need to look into the Art class. Kim White said they have a couple of Juniors that need another class for their spring semester (Collin and Josh/PreMed/PreDental). Thinking we need to transport the few students for Math courses to Richland campus because Math online is very difficult for them. Shawntae said it is possible to have those students on campus instead of online. She is thinking that she could put the 2 students at Eastfield for the Math, still being Richland students because Eastfield is closer in distance (this is a special circumstance for the 2 students). Their current professor is Tain. Shawntae asked if the students are taking part in online tutorials. Sumrow asked if there are recorded lectures so students can re-watch for extra understanding/support. Also, look on syllabus and make sure there is an online tutorial offered by professor. **They must email and request. Next: English: No Pathway has English III** and students cannot take IV unless they have completed English III. English 1301 and English 1302 (College Credits) takes the place of the HS English III. PE: High School PE, means nothing to the college. You must have College PE/Fitness course for college credit. Shawntae said Greenville will need 24 kids taking College PE in the spring. **3**. Fate Spring: 11 students. Minyard will request that PTAA will have 2 sections for PE in spring. **4.** Shawntae needs official transcripts for Prather to be credentialed for College Art. Must be Official: University Seal. (ASAP). 4. Mesquite Spring soft numbers: 32 EDUC so we will make 2 sections for only PTAA students for this course. PHED, ART 22 Mesquite students, Fate 4-8 students , Speech: 11 Mesquite, will also have PTAA only sections. November 19th is the Spring Registration Date. SPRING Classes (at least 15 students) PHED, EDUC, Art 1301 (Greenville, and then Mesquite/Fate combined online) PSYCH (Mesquite, Greenville online) SPEECH 1311, Greenville has HIST1302 (2 at Greenville). **5.** Compression Meetings have not been finalized. (Question for Shubham Pandey). We are awaiting SHARP USA legal department for signed agreement. **6.** Next year, ALL campuses must go to a block schedule to accommodate the PTECH requirements and have a cohesive plan for all campuses to keep student cohorts on their correct pathways. **7**. We must decide collectively as District if we will be offering English III or IV. Minyard said she will continue to work with Richland/District details to correct Pathways for English. | Shawntae Minyard |
|[ ]  **TSI Progress Updates**: Mesquite is retesting TSI tomorrow (10/3) – round 2. Shannon Houston will share Testing Calendar of Fate and Mesquite with Greenville. To include on Greenville’s PTECH Benchmark Website. Fate did testing last week. The question was asked “what happens to the students that are not ever able to pass the TSI?” How do we best serve SPED students.  | Connie Jones/Kim White/Kelli Causey |
|[ ]  **PTECH Update:** Discussed wanting to plug in to various Richland Campus activities for our students, for plays, art exhibits, sports events, etc. Shawntae said that she would send calendar of events. We also discussed wanting to plan field trips to other college campuses this year: UTD, UTA, TAMUC, UNT. Admins were given the catalog of Microsoft Northpark workshops to review and they were asked to send me various dates that would work for STEM Hack trips for 3-5, 6-8 and the Office 365 workshop for 9th graders. Discussed the need to work on our new videos and will need more pictures and short video clips from classes in action. Shannon Houston made a folder in share drive for teachers to upload. We discussed the need for teachers to have parent approval for use of pictures/videos in yearbook, social media, shared videos, PTAA marketing product. These should be sent out at the beginning of the year and sent back to school to be on file. (Note: I mentioned that I always sent out my own media release to my students in addition to the campus release).We discussed the NEPRIS account that Educate Texas has paid for all our campuses. NEPRIS approved all our teachers (K-12), each campus to be included. They said we are the first campus to be approved to include Elementary and will track our use in those grades this year. It was also noted that this is a wonderful resource to expose students to many different careers, colleges, etc. | Shannon Houston |
|[ ]   **Yearbooks and Senior Rings:** Mesquite campus had meeting with Jostens who is now in process of creating the PTAA mold. Rings will be ready by December. Greenville is interested in using Balfour as it is local to Greenville.  | Mesquite |
|[ ]  **Brainstorm: Summer Bridge Dates/Community Events/Community Service** We tentatively set the Summer Bridge for all campuses for June 1-5th, 2020. Dates for Richland College visit given to Shawntae. Mesquite and Fate will go on the same day and Greenville a separate day. Greenville’s parents will be invited to attend as they were this year. | Group |

## Action Items Person Responsible/Deadline

Campus Administrators were asked to review the Microsoft Workshops and look at calendars find several dates that would work for a field trip for 3-5 and 6-8 for Hack STEM workshops and HS for WBL Workshops (taking into mind transportation) and let Shannon Houston know so she can coordinate with Microsoft Northpark.

Work with Shawntae Minyard on English III/IV question and correcting Pathways (at each campus).

Shannon Houston will sit with Kim White the week of October 14th and go over PTECH OBM tracking spreadsheet for Greenville campus and contact Liz Melson regarding NEPRIS account glitches (some teachers are not able to access their accounts)

Status of SHARP USA MOU/ and Document needed for Compression Meeting