P-TECH/ T-STEM Planning Meeting

2021 – 2022

12/14/2021			
Participants	Andrea Pope Melissa Correll Martin Sanchez		
Activity	**Purpose /Audience**	**Responsible/ Due Date**	**Due Date**
T-STEM/ PTECH Development	Link Tree		
T-STEM/ PTECH Development	Designation Application		
Review Timeline			
Notes:			
Next Steps:			

1/13/2021	**Designation Application**		
Participants	Ann Avila Andrea Pope Melissa Correll Martin Sanchez		
Activity	**Purpose /Audience**	**Responsible/ Due Date**	**Due Date**
T-STEM/ PTECH Development	Link Tree		
T-STEM/ PTECH Development	Designation Application		
Review Timeline			
Notes:			
Next Steps:			

12/10/2021			
Participants	Andrea Pope Melissa Correll Martin Sanchez		
Activity	**Purpose /Audience**	**Responsible/ Due Date**	**Due Date**

T-STEM/ PTECH Development	Assign sections of Designation Application for a pathways/ parents, students, advisory boards	MS/ AP/ AA /MC	1/10 upload to link tree 1/13 Review written portions
MOU with UHV and VC	PTECH Blueprint requirements/ parents, students, advisory boards	MS contact VC and UHV	
Benchmarks addressed and artifacts uploaded to website	P-TECH Blueprint	MS/ AS	
Review Website	Update and confirm P-TECH website is current	MS, AP	On Going
Review Timeline			
Notes:			
Next Steps: Complete link tree and written statements for designation application – Follow up on MOU with UHV and VC Schedule meeting with AS on updating website, (on going)			

11/12/21			
Participants	Andrea Pope Melissa Correll Martin Sanchez		
Activity	**Purpose /Audience**	**Responsible/ Due Date**	**Due Date**
T-STEM Development	Review second year course of pathway/ parents, students, advisory boards	MS/ AP	
Education and Training	Review first year course and replace with Principles of Human Services/ Parents, students, advisory boards	MS/ AP	
MOU with UHV and VC	PTECH Blueprint requirements/ parents, students, advisory boards	Brandi Henke (will follow up with VC and UHV)	Follow up with Brandi about MOU
WBL for P-TECH pathways	P-TECH Blueprint/	AP	
Benchmarks addressed and artifacts uploaded to website	P-TECH Blueprint	MS/ AS	

Review Website	Update and confirm P-TECH website is current	MS, AP	On Going
Review Timeline			
Notes:			
Next Steps: Follow up on second year course options – next admin meeting Follow up on first year course for Education and Training – Follow up with Brandi on status of UHV and VC MOU Schedule meeting with AS on updating website, finding files that were uploaded			

10/29/21			
Participants	Andrea Pope Melissa Correll Martin Sanchez		
Activity	**Purpose /Audience**	**Responsible/ Due Date**	**Due Date**
T-STEM Development	Develop and finalize engineering pathway/ parents, students, advisory boards	MS 10/1/21	10/8
MOU with UHV and VC	PTECH Blueprint requirements/ parents, students, advisory boards	Brandi Henke (will follow up with VC and UHV)	Follow up with Brandi about MOU
WBL for P-TECH pathways	P-TECH Blueprint/	AP	
Upload PD for teachers		MS	On 10/15
Benchmarks addressed and artifacts uploaded to website	P-TECH Blueprint	MS	10/15
Draft communication template for recruiting	P-TECH Blueprint	MS	10/15
Review Website	Update and confirm P-TECH website is current	MS, AP	On Going
Review Timeline			
Notes:			
Next Steps: Review T-STEM benchmark in comparison to P-TECH Maybe do a workstream for P-TECH and T-STEM priority action Marquee experience at every grade level Ask teachers to think of WBL/ PBL experiences Define WBL			

What have teachers done in WBL/ PBL?
Meet with Kathy and Raquel about assisting with Marquee events; resources, facilitating.
Playlist from Andrea by the 6th
PLC ideas for WBL/ PBL
Progressive project?
Who wants to do a PBL?
Tie classroom lessons to the field.
Find a 21st skills chart
Finalize wok based continuum (year 1, 2, 3, 4)

10/15/21			
Participants	Andrea Pope Melissa Correll Martin Sanchez		
Activity	**Purpose /Audience**	**Responsible/ Due Date**	**Due Date**
UHV/ VC Pathways follow up meeting	Finalize P-TECH pathways/ parents, students, advisory boards	MS, AP, BH 10/4/2021	
T-STEM Development	Develop and finalize engineering pathway/ parents, students, advisory boards	MS 10/15/21	10/15 – work on
MOU with UHV and VC	PTECH Blueprint requirements/ parents, students, advisory boards	Brandi Henke (will follow up with VC and UHV)	Follow up with Brandi about MOU
WBL for P-TECH pathways	P-TECH Blueprint/	AP	10/15 – work on
Benchmarks addressed and artifacts uploaded to website	P-TECH Blueprint	MS/AP	10/15- work on
Draft communication template for recruiting	P-TECH Blueprint	MS	10/8
Review Website	Update and confirm P-TECH website is current	MS, AP	On Going
Review Timeline			
Notes:			
Next Steps: Review T-STEM benchmark in comparison to P-TECH Maybe do a workstream for P-TECH and T-STEM priority action Marquee experience at every grade level Ask teachers to think of WBL/ PBL experiences Define WBL What have teachers done in WBL/ PBL? Meet with Kathy and Raquel about assisting with Marquee events; resources, facilitating.			

Playlist from Andrea by the 6th
PLC ideas for WBL/ PBL
Progressive project?
Who wants to do a PBL?
Tie classroom lessons to the field.
Find a 21st skills chart
Finalize work based continuum (year 1, 2, 3, 4)
Meet with Gabrysch about Winn
Every P-TECH teacher is an AVID teacher
Handbook:
CBE
Courses to advance (MC)
Health (during the summer, beginning of fall, winter break)
Set up a meeting with Elise about AVID East
MS -Middle school visits (Dates for P-TECH)
EOC Tutoring for students who did not pass
Who coordinates tutoring session for EOC/ STAAR (henke)

Advisory
   Agendas
   Collateral (pathways)
   Parent/ student invites
   Power Point blueprint
   Pictures (summary of student work)
   Power Skills

Recruitment
    Collaterals
    Handbook
    Commitment form
    Presentation
    Web page

Website
   Create a p-tech west and east with collaterals

10/1/21			
Participants	Andrea Pope Melissa Correll Martin Sanchez		
Activity	**Purpose /Audience**	**Responsible/ Due Date**	**Due Date**

Testing Calendar	Scheduled dates of assessments/ parents and students	MS	Complete
TSI Prep to Parents	Notify parents of TSI prep sessions and TSI test dates/ Parents and students	MS	Complete
UHV/ VC Pathways follow up meeting	Finalize P-TECH pathways/ parents, students, advisory boards	MS, AP, BH 10/4/2021	
T-STEM Development	Develop and finalize engineering pathway/ parents, students, advisory boards	MS 10/1/21	10/1
MOU with UHV and VC	PTECH Blueprint requirements/ parents, students, advisory boards	Brandi Henke (will follow up with VC and UHV)	Follow up with Brandi about MOU
WBL for P-TECH pathways	P-TECH Blueprint/	AP	
Upload PD for teachers		MS	10/8
Benchmarks addressed and artifacts uploaded to website	P-TECH Blueprint	MS	10/8
Draft communication template for recruiting	P-TECH Blueprint	MS	10/8
Review Website	Update and confirm P-TECH website is current	MS, AP	On Going
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Next Steps: Review T-STEM benchmark in comparison to P-TECH Maybe do a workstream for P-TECH and T-STEM priority action Marquee experience at every grade level Ask teachers to think of WBL/ PBL experiences Define WBL What have teachers done in WBL/ PBL? Meet with Kathy and Raquel about assisting with Marquee events; resources, facilitating. Playlist from Andrea by the 6th PLC ideas for WBL/ PBL Progressive project? Who wants to do a PBL? Tie classroom lessons to the field. Find a 21st skills chart Finalize wok based continuum (year 1, 2, 3, 4)			

P-TECH Recruitment Meeting
September 27, 2021

Objectives: ID and review activities/ materials required for P-TECH student recruitment

Tentative Timeline:

ID students for presentations (teams - Create different scripts for different student scenarios.
Responsible – East and West pair at each campus/ two students)

Cheryl Clark - Engineering

10/5 First Draft (10/13 suggested extension)

10/22 Final Draft

10/25 Rehearsal (East/ West)

11/4 Week of Final rehearsal (P-TECH Thursday)

11/7 Artifacts Due

A day in the life of videos (Trace, Ty Harper), highlight sophomores and freshmen

Let me show you; what does tutor look like, abc class looks like, etc.

Interview a Health Science Theory student. Pictures and footage for videos.

Flyers, brochures, web and social media postings.

- Flyers to be sent out to campuses to give to 8th graders
- MS go to faculty meetings with teachers / use students to promote
- Andrea share with Counselors
- Student identification card from teacher to student
- MS send Ashley and Angela student schedule; use freshman and sophomore (Instagram – takeover on 11/19)
- Edulink to current parents and students to like and share P-TECH page

Ashley Scott about some PR on TV and Newspaper, Community Calendar, Edulink, etc.

11/15 – 19 P-TECH Recruitment at middle schools (Visit Prin. of Computer Science at Middle Schools, Clubs and Organizations).

- Andrea confirm dates for campus visits

11/29- 12/3 P-TECH Showcase

- Check with Dena about using CTI area
- Use UHV and VC facilities
- Coordinate a leadership team
- Conference style schedule
  - o Intro 10-15 min session; general overview about P-TECH
  - o Rotating sessions
  - o Reconvene session

12/6 – 12/10 Interest forms

Revisit form

12/17 Lottery

January Parent meeting/ commitment form/ course selection

General meeting

- Breakout by pathway
- Revise handbook
- Revise the commitment form
- Stress Pre-ap coursework

- Electives
- Transfer from campus (East to West or vice versa)
- Course of study
- Ap courses vs DC
-

P-TECH Website
- Update logos (one logo)
- Create sections, by years, for artifacts

Coordinate with Elise for Grit Camps (Dates)
- Student success
- Names of P-TECH students who participated

District Day PD for VISD teachers to do TSI camp to prep students
    TSI camp at West, led by West teachers, East may attend

3/28, week of… Teacher on-boarding (half-day)

4/11 week of…Summer Bridge Planning (half-day)
    Asynchronous

Summer Bridge
    June 6 West
    June 13 East
    One day prep prior to summer bridge.

Activity	Purpose /Audience	Responsible	Due Date