



P-TECH LEADERSHIP TEAM MEETING AGENDA

September 29, 2021

1:00PM – 2:00PM

[Zoom](#)

P-TECH Update

1. Welcome
2. 30/60 Day Document Review

COMPLETED TASKS			
Task	Person(s) Responsible	Evidence	Completed
Conduct Third Leadership Meeting	Christine Holecek	Agenda, Minutes, Action Steps	August 31st
Finalize Crosswalks (Core Complete and Certification plus/Hours)	David Hamilton/Donna McKethan/Londa Carriveau/Christine Holecek	Finalized Crosswalks	July 30th
Establish Community and Campus Information Sessions	David Hamilton/Donna McKethan/Christine Holecek	Scheduled Dates and Locations	Dr. Kincannon spoke about P-TECH at Town Hall Meetings-- Final Meeting August 20th
Identify Possible Pilot Students	Donna McKethan/Christine Holecek	List of Students	19 students identified as of 9/20/21
Draft Enrollment Process	David Hamilton/Yolanda Williams/Christine Holecek	Enrollment Forms and Protocol	MCC Highlander Orientation 8/19/21
Create and Finalize Marketing Materials	Susan Kincannon/Deena Cornblum/David Hamilton/Christine Holecek	Marketing Materials	September 27, 2021

Next Meeting –October 26, 2021

Conduct Advisory Team Meeting	Susan Kincannon/Deena Cornblum/David Hamilton/Christine Holecek	Agenda, Minutes, Action Steps	8/11/2021
Create Initial Student Handbook	Christine Holecek	Draft Student Handbook	8/29/21-Presenting to the Leadership Committee
Develop Board Presentation	David Hamilton, Donna McKethan, Christine Holecek	Board Presentation Draft	9/8/21
Participate in Q&A Zoom with Akins PTECH	David Hamilton/Nelda Howton/Donna McKethan/Deena Cornblum/Susan Kincannon	Calendar Invite, Preliminary Questions, Campus Profile	Zoom site Visit Conducted on August 5, 2021 at 3:00PM
Establish Fall Site Visit Locations and Preliminary Dates	David Hamilton/Nelda Howton	Calendar Invites w/ Campus Profiles	August 30-Pflugerville (follow-up planned) Connally High School 9/9/21
Finalize Branding of PTECH School	Susan Kincannon/Deena Cornblum/David Hamilton/Donna McKethan	Logos, Text Samples, Colors	Logo is finalized and we are awaiting additional branded work.

30 Days			
Task	Person(s) Responsible	Evidence	Completed
Conduct Fourth Leadership Meeting	Christiine Holecek	Agenda, Minutes, Action Steps	9/29/21
Finalize Website and Content	David Hamilton, Donna McKethan, Josh Wucher, Christine Holecek	Website, Content	District is providing a "Campus" website template we will have a completed version for the October meeting
Collaborate with MCC on Student Recruitment Event (October 5, 2021)	Christine Holecek	Flyer for event and schedule	Event Cancelled follow up opportunity to present in the classrooms
Schedule buses with campuses for MCC	Christine Holecek	Scheduled Buses	Event Cancelled

Next Meeting –October 26, 2021

Recruitment Event			
Edit Initial Student Handbook	Christine Holecek	Draft Student Handbook	Presented to Leadership Committee 9/29/21
Create Draft Budget for 2022-2023	David Hamilton/Donna McKethan/Christine Holecek	Draft Budget	Have sample budget from another ECHS
Finalize and Create Job Descriptions (Counselor, Teacher, etc.)	David Hamilton/Ronni Carradine/Christine Holecek	Job Descriptions	Holecek Reviewing Sample job descriptions. Have been in conversations with Director or Advanced Academics about AP/Pre-AP Training for selected teachers
Revise PTECH MOU for Year 1	David Hamilton/Donna McKethan/Londa Carriveau/Christine Holecek	PTECH MOU	
Conduct Advisory Committee Meetings	Christine Holecek	Marketing, Seminar Fridays, Summer Bridge, Work-Based Learning and Curriculum, Instruction and Assessment	Marketing, Seminar Fridays, Summer Bridge on 9/27 Work-Based Learning 9/28 Curriculum, Instruction and Assessment 9/30

3. Essential Intent: Waco ISD's Future Educators Academy is to grow, employ and retain a diverse teacher workforce that supports student success.

4. Committee Meeting Updates

[Click Here to access the Document](#)

- a. Marketing and Recruitment 9/27/21 James Stewart
- b. Seminar Fridays 9/27/21 Alonzo McAdoo
- c. Summer Bridge 9/27/21 Londa Carriveau
- d. Work-Based Learning not meeting until 9/28/21 Denin Williams
- e. Curriculum, Instruction and Assessment not meeting until 9/30/21

5. TCLAS Grant Awarded

\$238,000

Official submission in eGrants on Oct 29, 2021

6. Elevator Speech

[Click Here to access the Document](#)

7. Student Handbook overview presentation

[Click Here to access the Document](#)

8. 2021-2022 CCRSM Kickoff Webinar

Thursday, September 30 · 2:00 – 3:30pm

Next Meeting –October 26, 2021

9. Pilot Project: See Below



The graphic features a large blue rectangle with the Waco ISD Future Educators Academy logo at the top. The logo consists of a stylized 'F' shape with 'WACO ISD' written vertically on the left and 'FUTURE EDUCATORS ACADEMY' written horizontally across the 'F'. Below the logo, the words 'Pilot Project' are written in a large, white, sans-serif font. Underneath this, a list of 19 names and their respective schools is provided in a smaller white font. At the bottom of the blue rectangle, there is a green patterned banner with white text.

WACO ISD
FUTURE
EDUCATORS
ACADEMY

Pilot Project

Faith Stanley- Waco High School
Jerkendalin Carr- Waco High School
Lexi Moreno- Waco High School
Anthony Lopez- Waco High School
Aaliyah Matthews- Waco High School
Maria-Elena Solorzano-Waco High School
Xiomara Solis-Waco High School
Kianna Talley- University High School
Samara Fabela-University High School
Sam Cibrian -University High School
Angelica Nunez- University High School
Vanessa Enriquez- University High School
Adam Sais- University High School
Evelyn Montelongo- University High School
Osmar Cazoves- University High School
Araceli Chavez- University High School
Jacqueline Perez- University High School
Stiven Uceda- University High School
William (Eli) Ruby- University High School

Waco ISD begins 2021-2022 Pilot Project for the Future Educators Academy on 10/1/21



The graphic has a blue background with a pattern of concentric circles. The text is white and centered.

19
Students
in the
2021-2022
Pilot
Project

Essential Intent

Waco
ISD's
Future
Educators
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is to grow,
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10. Next Steps

- a. Working with WISD staff to create a marketing video
- b. Website Development
- c. MCC Child Studies & Education Program from MCC to do classroom presentations at UHS and WHS
- d. Middle School Recruitment for 4-Year Planning and P-TECH Recruitment beginning 10/4
- e. Follow-up Recruitment throughout November, December and January to prepare for Cohort Signing Day in February
- f. Present Future Educators Academy to the School Board October 21st
- g. Next Leadership meeting scheduled for October 26th
- h. Submit TCLAS Grant in eGrants by October 29th
- i. Middle School Career Fair-November 18, 2021
- j. TSIA Boot Camp/Bridge for Pilot students in December (Summer Bridge Committee)
- k. Initial Newsletter to be released in January
- l. P-TECH 1st Cohort Signing Day-February 26, 2022

11. Adjournment--Next Meeting is scheduled by Zoom on October 26, 2021