

Odessa Collegiate Academy | MINUTES

Meeting date | time Monday, October 10, 2019 | 2:30 pm

Meeting location Spur Bldg. Conference Room 242

Meeting called by	Katie Nisbet	Casey Sims	Kim McKay
Type of meeting	Weekly OCA meeting	Katie Nisbet	Dr. Don Wood
Facilitator	Katie Nisbet and Casey Sims	James Ramage	
Recorder	Luz Gabriela Villa	Dana Huckaby	
		Guest: -	

(Members in Red were not in attendance)

TOPICS

Topic Introductions | Presenter Casey Sims

Casey Sims welcomed everyone. October 3rd minutes will be sent via email for review and approval.

Action items	Person responsible	Deadline
--------------	--------------------	----------

Topic Recruiting Event/Open House/Social Events | Presenter James Ramage

1. James Ramage:
 - a) Showed presentation for tonight's meeting/event (Open House)
 - Most are from last year but added statistics from Admin meeting (Dr. Murray)
 - Kim McKay asked to change it from Junior College to 2-year College.
 - Pamphlet talks about degrees
 - Everything is prepared for Open House
 - b) Kim McKay suggested and questioned:
 - Add ~ AVID, Drumline info, PTK/Honor Society
 - What calendar will be used?
 - Lunches
 - Transportation
 - Curriculum
 - Bussing to PHS & OHS
 - Athletics
 - Security
 - c) Katie Nisbet:
 - What do you need from Casey Sims & Katie Nisbet?
 - Transfer questions (James Ramage)
 - Katie Nisbet will be present if questions about the college are asked.
2. James Ramage:
 - a) Senior Sunrise
 - Starts at 7 am in front of Deaderick Hall

- b) Zombie Day
 - October 31st
- 3. Casey Sims:
 - a) OC Invasion
 - Two seniors asked Casey Sims about volunteering for the Invasion
 - James Ramage explained that for seniors there are a lot of opportunities for them to volunteer or go visit (field trips)
 - b) Volleyball Game
 - October 23rd at 6 pm
- 4. Casey Sims sent calendar invites of all early college holidays, events, testing to all faculty that teaches all early college classes

Topic Students | Presenter James Ramage

- 1. Kim McKay:
 - a) Suggested that students go through the front entrance of the bookstore and not use the side door of Spur Building to cut through the bookstore inside entrance
- 2. Adding students into Attendance Contracts
 - a) Most parents are cooperative except one. Student was withdrawn and sent to Lubbock
 - Casey Sims will drop her from 2nd 8 weeks sections.
 - b) James Ramage has sat and talked to the students in regards to attendance
- 3. Disciplinary Discussion
 - a) Katie Nisbet reiterated that the faculty can tell the early college students and discipline them.
 - b) Katie Nisbet said she will go to Wilkerson more to observe some students
- 4. James Ramage:
 - a) Finalizing the grades
 - Will do a call to the parents
 - b) Adding students into Attendance Contracts
 - Most parents are cooperative except one. Student was withdrawn and sent to Lubbock.
 - Casey Sims will drop her from 2nd 8 weeks sections.
 - James Ramage has sat and talked to the students in regards to attendance
- 5. Casey Sims:
 - a) James Ramage will:
 - Talk to them and explain they are on Academic Probation. Will have a meeting with parents as well.
 - Reviews where the failed students are.
- 6. Report Card progress
 - a) October 22nd, James Ramage will hand out the Report Card progress to each student
- 7. Katie Nisbet:
 - a) Explained about adding the students into web courses to help with the failed classes/students
 - b) Kim McKay:
 - Asked about the alternative completion
 - c) Katie Nisbet:
 - Mentioned that it was during midwinter
 - d) Kim McKay:
 - Asked if it had to be

Topic *Other* | Presenter *All*

1. Face to Face
 - a) Grades are due Monday at midnight, everything else is due tonight at midnight
2. Faculty
 - a) Mrs. Hoover ~ History teacher ~ resigning October 25, 2019
 - b) Brenda Fine ~ retiring in December 2019
 - c) Both positions have been posted

Action items

Person responsible Deadline

Meeting adjourned: 3:36 pm

Attachments: OCA pamphlet