



SOC High School P-TECH Site Team meeting Meeting Agenda and Minutes



Date: Wednesday, August 10, 2022

Members Present Name:	Members Present Title:	Signature:
Monnique Banks	Administrator	
Claudette Hart	Workplace Coordinator	
Sherri Brown	Counselor	
LaKiethya Richardson	Teacher's Assistant	
Crystal Johnson	Clerk	
D. Tyeskie	Instructional Specialist	
		P-TECH Teachers
		P-TECH Teachers
		P-TECH Teachers
		P-TECH Teachers
		P-TECH Teachers

Focuses	Goals	Norms
<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Increase TSI passing rate by Sophomore year 	<ul style="list-style-type: none"> • No Cell phones calls during meetings • Be Present

Agenda

Benchmarks	Items
2 Target Population	<ul style="list-style-type: none"> • Introduction of a new P-TECH staff member
5 Work-Based Learning	<ul style="list-style-type: none"> • Scope and Sequence Introduction
3 Strategic Alliances	<ul style="list-style-type: none"> • Industry Partners and Certifications
4 Curriculum and Instruction	<ul style="list-style-type: none"> • Counseling Expectations and Testing
	<ul style="list-style-type: none"> •
	<ul style="list-style-type: none"> •
	<ul style="list-style-type: none"> •



SOC High School P-TECH Site Team meeting Meeting Agenda and Minutes



Date: Monday, August 29, 2022

Members Present Name:	Members Present Title:	Signature:
Monnique Banks	Administrator	
Claudette Hart	Workplace Coordinator	
Sherri Brown	Counselor	
LaKiethya Richardson	Teacher's Assistant	
Crystal Johnson	Clerk	
D. Tyeskie	Instructional Specialist	

Focuses	Goals	Norms
<ul style="list-style-type: none"> • Laser focus on graduation/degrees • Solution Oriented • A+ Customer Service 	<ul style="list-style-type: none"> • Retention no more than 5% • Graduation 23 out of 56 (41%) 	<ul style="list-style-type: none"> • Start and end on time • Be Fully Engaged • Be open-minded to new ideas

Agenda

Benchmarks	Items
Benchmark 1	<ul style="list-style-type: none"> • Weekly Calendars for All
Benchmark 4, 6	<ul style="list-style-type: none"> • MVC overlapping classes
Benchmark 1	<ul style="list-style-type: none"> • PLC Rollout
Benchmark 2	<ul style="list-style-type: none"> • Seniors who do not go to MVC
Benchmark 1	<ul style="list-style-type: none"> • Sub Directions
Benchmark 4	<ul style="list-style-type: none"> • B-Day Friday
Benchmark 1	<ul style="list-style-type: none"> • Orders placed with Ms. Watson



SOC High School P-TECH Site Team meeting Meeting Agenda and Minutes



Date: Monday, September 19, 2022

Members Present Name:	Members Present Title:	Signature:
Monnique Banks	Administrator	
Claudette Hart	Workplace Coordinator	
Sherri Brown	Counselor	
LaKiethya Richardson	Teacher's Assistant	
Crystal Johnson	Clerk	
D. Tyeskie	Instructional Specialist	

Focuses	Goals	Norms
<ul style="list-style-type: none"> • Laser focus on graduation/degrees • Solution Oriented • A+ Customer Service 	<ul style="list-style-type: none"> • Retention no more than 5% drop • Graduation 40 out of 77 (52%) 	<ul style="list-style-type: none"> • Start and end on time • Be Fully Engaged • Be open-minded to ideas

Agenda

Benchmarks	Items
	<ul style="list-style-type: none"> • Progress Monitoring
	<ul style="list-style-type: none"> • TSI Tutoring (dates)
	<ul style="list-style-type: none"> • Tutoring Schedules
	<ul style="list-style-type: none"> • Advisory Scheduling
	<ul style="list-style-type: none"> • 55 Remaining ID #
	<ul style="list-style-type: none"> • Parent Contact Log
	<ul style="list-style-type: none"> • Drop Date



SOC High School P-TECH Site Team meeting Meeting Agenda and Minutes



Date: Monday, September 26, 2022

Members Present Name:	Members Present Title:	Signature:
Monnique Banks	Administrator	
Claudette Hart	Workplace Coordinator	
Sherri Brown	Counselor	
LaKiethya Richardson	Teacher's Assistant	
Crystal Johnson	Clerk	
D. Tyeskie	Instructional Specialist	

Focuses	Goals	Norms
<ul style="list-style-type: none"> Laser focus on graduation/degrees Solution Oriented A+ Customer Service 	<ul style="list-style-type: none"> Retention no more than 5% drop Graduation 40 out of 77 (52%) 	<ul style="list-style-type: none"> Start and end on time Be Fully Engaged Be open-minded to ideas

Agenda

Benchmarks	Items
2, 6, 5	<ul style="list-style-type: none"> Saturday School
6	<ul style="list-style-type: none"> Dates for TSI (9th grade and 10th grade)
1, 6	<ul style="list-style-type: none"> Mountain View Free TSI Vouchers
4	<ul style="list-style-type: none"> Accuplacer Pre-Assessment
4, 6	<ul style="list-style-type: none"> CIF Training by Content
6	<ul style="list-style-type: none"> MVC Advisor Meetings 10th Grade
	<ul style="list-style-type: none">



SOC High School P-TECH Site Team meeting Meeting Agenda and Minutes



Date: Monday, October 3, 2022

Members Present Name:	Members Present Title:	Signature:
Monnique Banks	Administrator	
Claudette Hart	Workplace Coordinator	
Sherri Brown	Counselor	
LaKiethya Richardson	Teacher's Assistant	
Crystal Johnson	Clerk	

Focuses	Goals	Norms
<ul style="list-style-type: none"> • Laser focus on graduation/degrees • Solution Oriented • A+ Customer Service 	<ul style="list-style-type: none"> • Retention no more than 5% drop • Graduation 10 out of 56 (17.86%) • Certifications 52 of 56 (93%) 	<ul style="list-style-type: none"> • Start and end on time • Be Fully Engaged • Be open-minded to ideas

Agenda

Benchmarks	Items
1 & 2	<ul style="list-style-type: none"> • Recruitment
4 & 6	<ul style="list-style-type: none"> • TSI Prep <ul style="list-style-type: none"> ○ Proctors ○ Target groups ○ Field trip ○ Testing dates ○ Saturday school bootcamp
4 & 6	<ul style="list-style-type: none"> • Grades & Attendance
4 & 6	<ul style="list-style-type: none"> • Progress Monitoring
4 & 6	<ul style="list-style-type: none"> • 8-week Courses
3, 5, & 6	<ul style="list-style-type: none"> • PepsiCo Mentoring Kickoff (Wednesday)
3 & 5	<ul style="list-style-type: none"> • 10/6 Industry Partner Workshop
1	<ul style="list-style-type: none"> • Professional Development 10/7



SOC High School P-TECH Site Team meeting Meeting Agenda and Minutes



Date: Monday, October 10, 2022

Members Present Name:	Members Present Title:	Signature:
Monnique Banks	Administrator	
Claudette Hart	Workplace Coordinator	
Sherri Brown	Counselor	
LaKiethya Richardson	Teacher's Assistant	
Crystal Johnson	Clerk	

Focuses	Goals	Norms
<ul style="list-style-type: none"> • Laser focus on graduation/degrees • Solution Oriented • A+ Customer Service 	<ul style="list-style-type: none"> • Retention no more than 5% drop • Graduation 10 out of 56 (17.86%) • Certifications 52 of 56 (93%) 	<ul style="list-style-type: none"> • Start and end on time • Be Fully Engaged • Be open-minded to ideas

Agenda

Benchmarks	Items
1 & 2	<ul style="list-style-type: none"> • Recruitment (dates & schools)
4 & 6	<ul style="list-style-type: none"> • TSI Prep <ul style="list-style-type: none"> ○ Proctors ○ Target groups ○ Transportation ○ Testing Dates ○ Saturday school bootcamp
4 & 6	<ul style="list-style-type: none"> • Accuplacer <ul style="list-style-type: none"> ○ Add teachers
3, 5, & 6	<ul style="list-style-type: none"> • Principal for the Day
3 & 5	<ul style="list-style-type: none"> • Summer and Fall 2023 Restricted Courses -Mrs. Brown
1	<ul style="list-style-type: none"> • Q & A



SOC High School P-TECH Site Team meeting Meeting Agenda and Minutes



Date: Monday, October 17, 2022

Members Present Name:	Members Present Title:	Signature:
Monnique Banks	Administrator	
Claudette Hart	Workplace Coordinator	
Sherri Brown	Counselor	
LaKiethya Richardson	Teacher's Assistant	
Crystal Johnson	Clerk	

Focuses	Goals	Norms
<ul style="list-style-type: none"> Laser focus on graduation/degrees Solution Oriented A+ Customer Service 	<ul style="list-style-type: none"> Retention no more than 5% drop Graduation 10 out of 56 (17.86%) Certifications 52 of 56 (93%) 	<ul style="list-style-type: none"> Start and end on time Be Fully Engaged Be open-minded to ideas

Agenda

Benchmarks	Items
1 & 2	<ul style="list-style-type: none"> Recruitment (dates & schools) <ul style="list-style-type: none"> Longfellow 10/18
4 & 6	<ul style="list-style-type: none"> TSI Prep <ul style="list-style-type: none"> Proctors Target groups Transportation Testing Dates Saturday school bootcamp
4 & 6	<ul style="list-style-type: none"> Principal for the Day
3, 5 & 6	<ul style="list-style-type: none"> Saturday School 10/22/2022
3 & 5	<ul style="list-style-type: none"> 8-week course-Ms. Richardson
1	<ul style="list-style-type: none"> Q & A



SOC High School P-TECH Site Team meeting Meeting Agenda and Minutes



Date: Monday, October 24, 2022

Members Present Name:	Members Present Title:	Signature:
Monnique Banks	Administrator	
Claudette Hart	Workplace Coordinator	
Sherri Brown	Counselor	
LaKiethya Richardson	Teacher's Assistant	
Crystal Johnson	Clerk	

Focuses	Goals	Norms
<ul style="list-style-type: none"> Laser focus on graduation/degrees Solution Oriented A+ Customer Service 	<ul style="list-style-type: none"> Retention no more than 5% drop Graduation (17.86%) Certifications (93%) 	<ul style="list-style-type: none"> Start and end on time Be Fully Engaged Be open-minded to ideas

Agenda

Benchmarks	Items
1 & 2	<ul style="list-style-type: none"> High School Fair Open House
4 & 6	<ul style="list-style-type: none"> TSIA2 Group 3
	<ul style="list-style-type: none"> Friday and B-Days no college
	<ul style="list-style-type: none"> College Tour Field trip TAMC
	<ul style="list-style-type: none"> Q & A



SOC High School P-TECH Site Team meeting Meeting Agenda and Minutes



Date: Monday, October 31, 2022

Members Present Name:	Members Present Title:	Signature:
Monnique Banks	Administrator	
Claudette Hart	Workplace Coordinator	
Sherri Brown	Counselor	
LaKiethya Richardson	Teacher's Assistant	
Crystal Johnson	Clerk	

Focuses	Goals	Norms
<ul style="list-style-type: none"> • Laser focus on graduation/degrees • Solution Oriented • A+ Customer Service 	<ul style="list-style-type: none"> • Retention no more than 5% drop • Graduation (17.86%) • Certifications (93%) 	<ul style="list-style-type: none"> • Start and end on time • Be Fully Engaged • Be open-minded to ideas

Agenda

Benchmarks	Items
1 & 2	<ul style="list-style-type: none"> • Friday B-Day Rotation -11/11- Ms. Banks
4 & 6	<ul style="list-style-type: none"> • Saturday School- 11/12- Ms. Banks
4 & 6	<ul style="list-style-type: none"> • 4th group of Retesters 11/16 Ms. Banks
	<ul style="list-style-type: none"> • Discover Dallas- 11/5- Ms. Banks
	<ul style="list-style-type: none"> • Designation Application Renewal- Ms. Banks
	<ul style="list-style-type: none"> • 1st cycle failures- Ms. Brown
	<ul style="list-style-type: none"> • Spring Semester MVC students- Ms. Richardson
	<ul style="list-style-type: none"> • Wednesday MVC TSI testers 11/2- Ms. Hart
	<ul style="list-style-type: none"> • Q&A



SOC High School P-TECH Site Team meeting Meeting Agenda and Minutes



Date: Monday, November 7, 2022

Members Present Name:	Members Present Title:	Signature:
Monnique Banks	Administrator	
Claudette Hart	Workplace Coordinator	
Sherri Brown	Counselor	
LaKiethya Richardson	Teacher's Assistant	
Crystal Johnson	Clerk	

Focuses	Goals	Norms
<ul style="list-style-type: none"> • Laser focus on graduation/degrees • Solution Oriented • A+ Customer Service 	<ul style="list-style-type: none"> • Retention no more than 5% drop • Graduation (17.86%) • Certifications (93%) 	<ul style="list-style-type: none"> • Start and end on time • Be Fully Engaged • Be open-minded to ideas

Agenda

Benchmarks	Items
6	<ul style="list-style-type: none"> • Friday B-Day Rotation -11/11- Ms. Banks
4 & 6	<ul style="list-style-type: none"> • Saturday School- 11/12- Ms. Banks
6	<ul style="list-style-type: none"> • Tuesday-11/8 MVC Class Schedule
4 & 6	<ul style="list-style-type: none"> • Wednesday MVC TSI testers 11/9- Mrs. Hart
1-6	<ul style="list-style-type: none"> • Designation Application Narratives- Ms. Banks
6	<ul style="list-style-type: none"> • Drops- Ms. Richardson
1, 4, 6	<ul style="list-style-type: none"> • Spring Semester MVC students- Ms. Richardson
2	<ul style="list-style-type: none"> • Open House 11/17
	<ul style="list-style-type: none"> • Q&A



SOC High School P-TECH Site Team meeting Meeting Agenda and Minutes



Date: Monday, November 14, 2022

Members Present Name:	Members Present Title:	Signature:
Monnique Banks	Administrator	
Claudette Hart	Workplace Coordinator	
Sherri Brown	Counselor	
LaKiethya Richardson	Teacher's Assistant	
Crystal Johnson	Clerk	

Focuses	Goals	Norms
<ul style="list-style-type: none"> • Laser focus on graduation/degrees • Solution Oriented • A+ Customer Service 	<ul style="list-style-type: none"> • Retention no more than 5% drop • Graduation (17.86%) • Certifications (93%) 	<ul style="list-style-type: none"> • Start and end on time • Be Fully Engaged • Be open-minded to ideas

Agenda

Benchmarks	Items
6	<ul style="list-style-type: none"> • Probation and Dismissal Letters- Ms. Richardson
6	<ul style="list-style-type: none"> • Spring Classes- Ms. Richardson
6	<ul style="list-style-type: none"> • Junior/Senior Schedule Updates for non-MVC
6	<ul style="list-style-type: none"> • Junior/Senior List of Drops
1, 2, 3, 4, 5, 6	<ul style="list-style-type: none"> • Designation Application Completed by Tuesday 11/15
1, 2, 6	<ul style="list-style-type: none"> • Open House Agenda
	<ul style="list-style-type: none"> • Q&A



SOC High School P-TECH Site Team meeting Meeting Agenda and Minutes



Date: Monday, December 12, 2022

Members Present Name:	Members Present Title:	Signature:
Monnique Banks	Administrator	
Claudette Hart	Workplace Coordinator	
Tina Madden	Counselor	
LaKiethya Richardson	Teacher's Assistant	
Crystal Johnson	Clerk	

Focuses	Goals	Norms
<ul style="list-style-type: none"> • Laser focus on graduation/degrees • Solution Oriented • A+ Customer Service 	<ul style="list-style-type: none"> • Retention no more than 5% drop • Graduation (17.86%) • Certifications (93%) 	<ul style="list-style-type: none"> • Start and end on time • Be Fully Engaged • Be open-minded to ideas

Agenda

Benchmarks	Items
4, 5, 6	<ul style="list-style-type: none"> • B Day ACPs
1, 2	<ul style="list-style-type: none"> • Recruitment
2	<ul style="list-style-type: none"> • Open House Agenda
4, 6	<ul style="list-style-type: none"> • College Grades
4, 6	<ul style="list-style-type: none"> • Next Semester Spring Semester
	<ul style="list-style-type: none"> • Q&A