



Educational Partnerships – Site Team Meeting Agenda

Meeting Title:	Samuell ECHS Site Team Meeting		
Date:	Time:	Location:	Room:
09/26/2024	11:00PM – 12:00PM	<i>MS Teams</i>	<i>Virtual</i>

Attendees -

<input checked="" type="checkbox"/> Jayme Jones	<input type="checkbox"/> Folade Burles	<input checked="" type="checkbox"/> Jamal Williams
<input checked="" type="checkbox"/> Janell Oliphant	<input checked="" type="checkbox"/> Devon Wall	<input type="checkbox"/>
<input checked="" type="checkbox"/> Chandraia Owens	<input checked="" type="checkbox"/> Omar Kelley	<input type="checkbox"/>
<input checked="" type="checkbox"/> Caitlin Beauford	<input checked="" type="checkbox"/> Vasiliki Martinez	<input type="checkbox"/>
<input type="checkbox"/> Yolanda Velazquez Cortes	<input type="checkbox"/> Kimberly Flanders	<input type="checkbox"/>

➤ Student Count (if applicable) -

	Class of 2025 (12 th)	Class of 2026 (11 th)	Class of 2027 (10 th)	Class of 2028 (9 th)
A.S.				
A.A.				

❖ *will update student count with Mrs. Velazquez upon her return.*

Welcome to the 2024-2025 Academic Year 😊

Introductions

➤ Registration Readiness

- Spring 2025 Course Schedule – Received and Submitted. Thank you.
- Summer and Fall 2025 Course Schedule sent Friday 9/13 please review. Due yesterday.
 - Ms. Wall shared their plan to offer ARTS 1301 in Summer 2025 due to credentialed instructor full course load for Fall and Spring.

➤ Registration Process

2025 Spring Registration Updates

- EP shares Final Spring 2025 Controlled Sections to HS --- Tuesday 10/01/2024
- Partners Submits Spring 2025 Controlled Rosters to EP --- Wednesday 10/14/2024
- Spring 2025 Faculty Credentialing Deadline --- 11/22/2024
- EP send Final Spring 2025 Roster Confirmations to HS (Controlled & Blended) --- Tuesday 12/06/2024
- Partners Submits Final Spring 2025 Change Requests to EP --- 12/20/2024
 - C. Owens – still deciding on how to meet juniors and seniors about Spring schedules.
 - C. Beauford suggested Y. Velazquez meet with students or meet with students on a Friday to plan Spring Schedules. Ms. Owens will determine plan of action and communicate within the week with partners.

➤ **Academic Monitoring and Progress Reporting**

- Fall 2024 1st 8-Week Student Progress Reporting --- 09/15/2024 – 09/30/2024
 - C. Owens will provide progress reports by Tuesday October 1st. Mr. Kelley reminded to be included in the email communication.
 - C. Owens also reminded partners to closely monitor students on PROB1 and PROB2 status to help ensure they return to good standing.
- Fall 2024 16-Week Student Progress Reporting --- 09/22/2024 – 10/07/2024
 - Students have had a good academic start overall; however, partners raised concern about a new Dallas College instructor's delay in reporting grades for GEOL 1401, which is impacting a large group of students. Ms. Owens and Ms. Jones will collaborate to follow up with the instructor regarding student's standing in course.

2024 Fall Drop Dates

- 1st 8-week Drop Date --- Thursday 10/03/2024
- 16-week Drop Date --- Thursday 11/14/2024
- 2nd 8-Week Drop Date --- Wednesday 11/27/2024

As drops are considered, please keep Satisfactory Academic Progress (SAP Standing) in mind: 67% completion of all attempted credit hours.

All drop requests should be submitted by 12noon on or before drop dates for processing.

➤ **Student Needs/Concerns/Celebrations**

- D. Wall shared that students are experiencing issues using lockdown browsers to complete tests in BIOL courses. They are collaborating with the DISD IT team to resolve the problem on district-issued devices. Ms. Owens recommended that students check with the Learning Commons about laptop loaners. AD Martinez also suggested having students take their exams in the testing center. Mr. Kelley expressed hope that instructors will remain flexible as we work through this issue. Ms. Jones asked partners to keep us informed as updates become available and will support partner with setting up group testing with EFC testing center until District can resolve issue.
- Follow up with partners about the hours of availability of the Learning Commons.
- Celebration **L. Collin** is currently performing well in MATH 1314. Additionally, Ms. Owens is working on adding an ENGL 1301 section to the students schedule for the 2nd-week term.

➤ **Educational Partnerships Updates**

- 3rd Annual Men's Health and Wellness Connection – EFC Nov. 1st 9AM-3PM.
- As Fall break approaches, please remember that students are still responsible for staying on top of their assignments in dual credit courses, even if their high school is on break. Dallas College classes will continue as scheduled.

➤ **Success Coach Updates**

- Currently conducting probation meetings; only 2 students have met with Ms. Owens. Asking partners to encourage students to make appointments.
- Success planning scheduled for November 1st
- SC and EP team will be on campus next week to conduct application sessions for co2028.
- Degree Audits will be shared for co 2025& 2026 in January. As we are auditing, Ms. Jones reminded to ensure all graduating seniors meet their graduation requirements, students should monitor their schedules for any dropped courses and promptly communicate with us, so we can assist in finding a replacement course.

➤ **High School Updates**

- Upcoming DISD student holidays: Oct 10th, 11th and 14th. We can proceed with next scheduled Site Team meeting, as it is a student holiday only. Should anything change, Ms. Wall will communicate with Dallas College team.
- Seven students have transferred into Samuell and will be a part of dual credit. Ms. Wall wants to ensure all pre-registration requirements are completed before Spring registration. She will share the students' names with the EP and SC teams to ensure all registration requirements are met.

➤ **Upcoming Events and Important Dates**

Helpful Campus Resources: Please find additional resources for your students [here](#).

Additional Dallas College Resources:

➤ **2024-2025 Academic Calendar**

Visit Dallas College Academic Calendar for other important dates:

<https://catalog.dallascollege.edu/content.php?catoid=2&navoid=467>

➤ **Helpful Campus Resources**

Please find additional resources for your students [here](#).

➤ **Accessibility Services**

Students should request services via the [Accessibility Services website](#) prior to the start of each semester

➤ **eConnect & eCampus Online Tools:** [Tutorials for Online Tools](#)

Action Items:

Next Meeting Date:

- Thursday, October 10th