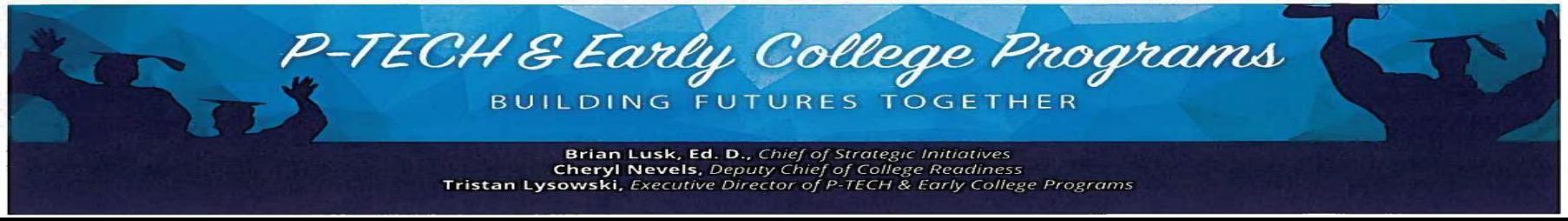
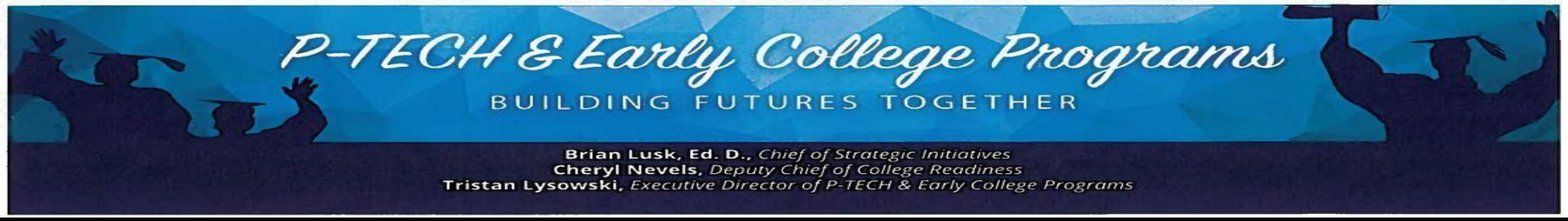


CARTER PTECH
2025 - 2026
Recruitment, Acceptance & Confirmation Action Plan

Student Recruitment	Responsible Staff Member/s	Date(s)	Platform Used	Follow-Up Method of Communication	Documentation/Outcome
Judge Louis Bedford, Jr. Law Academy (Mini Expo)	R. Taylor-Smith Recruitment Team	September 24, 2025	In-Person 9:30am – 11:00am	Email with Carter PTECH Open House Events PTECH Brochures	Sign-In Sheets Application submissions from potential students
Trinity Basin Middle School	R. Taylor-Smith Recruitment Team	October 14, 2025	In-Person 12:30pm – 1:30pm	Email with Carter PTECH Open House Events PTECH Brochures	Sign-In Sheets Application submissions from potential students
Longfellow Middle School	R. Taylor-Smith Recruitment Team	October 14, 2025	In-Person 5:30pm – 8:00pm	Email with Carter PTECH Open House Events PTECH Brochures	Sign-In Sheets Application submissions from potential students
Jesus Moroles Middle School	R. Taylor-Smith Recruitment Team	October 15, 2025	In-Person 5:30pm – 7:30pm	Email with Carter PTECH Open House Events PTECH Brochures	Sign-In Sheets Application submissions from potential students
Lang Middle School (Mini Expo)	R. Taylor-Smith Recruitment Team	October 16, 2025	In-Person 5:30pm – 7:30pm	Email with Carter PTECH Open House Events PTECH Brochures	Sign-In Sheets Application submissions from potential students
West Dallas Middle School	R. Taylor-Smith Recruitment Team	October 17, 2025	In-Person 1:30pm – 3:30pm	Email with Carter PTECH Open House Events PTECH Brochures	Sign-In Sheets Application submissions from potential students
Boude Story Middle School (Mini Expo)	R. Taylor-Smith Recruitment Team	October 16, 2025	In-Person 9:30am – 11:00am	Email with Carter PTECH Open House Events PTECH Brochures	Sign-In Sheets Application submissions from potential students
D. A. Hulcy STEAM Middle School	R. Taylor-Smith Recruitment Team	October 28, 2025	In-Person 9:30am – 11:00am	Email with Carter PTECH Open House Events PTECH Brochures	Sign-In Sheets Application submissions from potential students



Todd Middle School	R. Taylor-Smith Recruitment Team	October 29, 2025	In – Person 9:30am – 11:00am	Email with Carter PTECH Open House Events PTECH Brochures	Sign-In Sheets Application submissions from potential students
Greiner Academy	R. Taylor-Smith Recruitment Team	October 29, 2025	In – Person 4:30pm – 8:00pm	Email with Carter PTECH Open House Events PTECH Brochures	Sign-In Sheets Application submissions from potential students
Carter P-TECH Recruitment Tour Mark Twain Talented & Gifted D. A. Hulcy STEAM Academy Judge Louis Bedford, Jr. Law Academy	R. Taylor-Smith Recruitment Team	October 30, 2025	In – Person 9:30am – 12:15pm	Email with Carter PTECH Open House Events PTECH Brochures	Sign-In Sheets Application submissions from potential students
Discover Dallas	R. Taylor-Smith Recruitment Team	November 1, 2025	In-Person 9:00am – 1:00pm	Email with Carter PTECH Open House Events PTECH Brochures	Sign-In Sheets Application submissions from potential students
Open House Correspondences	R. Taylor-Smith Recruitment Team	November 6 – 17, 2025		Emails and Phone Calls	Sign-In Sheets Application submissions from potential students
St. Anthony Academy	R. Taylor-Smith Recruitment Team	December 10, 2025	In-Person 10:00am – 11:00am	Email with Carter PTECH Open House Events PTECH Brochures	Google Interest Form complete with contact information Application submissions from potential students
Open House Night	R. Taylor-Smith Recruitment Team	December 16, 2025	In-Person 6:00pm – 8:00pm	Email Phone Call	Google Interest Form complete with contact information Application submissions from potential students
1st Round Interview Window	R. Taylor-Smith Recruitment Team	January 16 – January 31, 2026	In-Person 4:30pm – 6:30pm	Email Phone Call	Interview 1st Choice candidates
1st Round Acceptance/Notification	R. Taylor-Smith Recruitment Team	March 1, 2026	In-Person	Email Phone Call	1st Round Acceptance Letters Mailed Confirmation from accepted students



1st Round Confirmation of Attendance	R. Taylor-Smith Recruitment Team	April, 2026	In-Person	Email Phone Call	Acceptance letters signed and returned by student and parent on file
Additional Recruitment Efforts (2nd Round Applicants)	R. Taylor-Smith Recruitment Team	March 1 – May 31, 2026	In-Person	Email Phone Call	Interview 2nd Choice candidates Acceptance letters signed and returned by student and parent
Signing Day	R. Taylor-Smith Recruitment Team	April 21, 2026	In-Person	Email Phone Call	Acceptance letters signed
Summer Bridge 2026	R. Taylor-Smith Recruitment Team	June 2026	In-Person		Students complete 2-Week Summer Bridge program: Student attendance sheets Complete application and enrollment documents College ID badges TSI scores
Recruitment Follow-up	R. Taylor-Smith Recruitment Team	June, July 2026	In-Person		