



## TCC SE Mansfield Early College High School Administration Meeting Notes

**December 15, 2022**

<ul style="list-style-type: none"> <li>Be on time &amp; honor - our time together</li> </ul>	<ul style="list-style-type: none"> <li>Speak and value truth over comfort</li> </ul>	<ul style="list-style-type: none"> <li>What is said here, stays here</li> </ul>
<ul style="list-style-type: none"> <li>Stay fully present</li> </ul>	<ul style="list-style-type: none"> <li>Be willing to create ideas and execute</li> </ul>	<ul style="list-style-type: none"> <li>Move fearlessly</li> </ul>

**Attendees:** Bennett, Salgado, Howell - Met in Hallway

**Absent:** Ojeda, Ojeda, Medlock

Topic	Questions/Notes
<b>Engage: Good Things</b>	<ul style="list-style-type: none"> <li>Salgado- Logan loves his life.</li> <li>Bennett - I'm taking off Friday</li> <li>C. Howell - dad is doing ok - treatment</li> </ul>
<b>Administrative Office</b>	<ul style="list-style-type: none"> <li></li> </ul>
<b>Counseling</b>	<ul style="list-style-type: none"> <li><b>When will you let teachers know that the spring 2023 master schedule is ready to view via One Drive?</b></li> <li><b>Did the computer labs for Admissions &amp; Enrollment Night get reserved?</b>  <b>Mar 28:</b> 8:30am - 10:30am and 2:00pm - 4:00pm (Use 1321)  <b>Mar 30:</b> 5pm - 7pm (Use 1321 &amp; Reserve 1319)  <b>Apr 6:</b> 5pm - 7pm (Use 1321 &amp; Reserve 1319)</li> <li><b>Did the few early AM students register for later classes if they needed a bus? They either re-registered or have rides.</b></li> <li><b>Reminder about TCC Enrollment -4/Session - rm 1321</b> - Can TCC help us? Do we need a notary here? Should we make copies of residency documents? <b>Week of March 26 - April 1st</b> is the first preferred date. Communicating with parents about bringing ID, Safety &amp; Security - Escort to computer lab, 8am - 10am, think about dates and 2 hour time window, creating registration fact sheet - print out application and</li> <li><b>Freshman Watch list:</b></li> <li><b>Sophomore Watch list:</b> <ol style="list-style-type: none"> <li></li> </ol> </li> <li><b>Junior Watchlist:</b> <ol style="list-style-type: none"> <li></li> <li></li> </ol> </li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

	<p><b>Senior Watchlist</b></p> <ol style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>Start working on TCC Enrollment Checklist</li> <li>Schedule our Next Meeting: TCC SE Planning Meeting - Jan 6 - 9AM - 12pm</li> <li>Attendance Recovery Update -</li> <li>Edgenuity Classes Offered - get same classes Phoenix.</li> <li>Phoenix - will have its own separate graduation if voted on by the board.</li> </ul> </li> </ol>
Operation	<ul style="list-style-type: none"> <li>TEA Blueprint Product Update - Complete by December 20th or before Jan 6th</li> <li>SBDM - Student Safety Survey - email out in January</li> <li>Do we have a systematic process for monitoring student achievement, reteach and evaluation? (what is our system?)</li> <li>Student Assembly:             <ol style="list-style-type: none"> <li>Jan 20th - Senior Panel</li> </ol> </li> <li>Spring Bridge - teach students on how to access TCC and MISD platforms</li> <li>Review TCC expectations with Nguyen and Shoop. Find TCC staff expectations.</li> <li>Book Challenge Process:             <ul style="list-style-type: none"> <li></li> </ul> </li> <li>Spring Open House - Can be January 30th? Should tie it into another event? Confirm open house date at THS meeting.</li> <li>Attendance Zone Presentation Committee- assembled by Jeff Brogden to look at trends, demographer report, redraw boundaries and building utilization. Wasting money with student. Bus expenses - moving students is expensive. We may have a bus for 50, but with 2 students on it. Providing choice, but it is expensive. The committee will be formed.</li> </ul>
Instructions Salgado & Bennett	<ul style="list-style-type: none"> <li><a href="#">STAAR Accountability Update</a></li> <li>TSI Boot Camp will be placed on Jan 21/Feb25 for TSI ELAR &amp; TSI Math. Only for students who have not passed. 11th grade TSI Math and 10th grade TSI ELAR.</li> </ul>
Launch	<p><b>Reminders of Commitments</b></p> <ol style="list-style-type: none"> <li>Prom Guest Release Form - Kayleigh - Jan 2023</li> <li>Look at The Breakthrough Coach- training for principals and secretary</li> </ol>

**December 8, 2022, 11am**

<ul style="list-style-type: none"> <li>Be on time &amp; honor - our time together</li> </ul>	<ul style="list-style-type: none"> <li>Speak and value truth over comfort</li> </ul>	<ul style="list-style-type: none"> <li>What is said here, stays here</li> </ul>
<ul style="list-style-type: none"> <li>Stay fully present</li> </ul>	<ul style="list-style-type: none"> <li>Be willing to create ideas and execute</li> </ul>	<ul style="list-style-type: none"> <li>Move fearlessly</li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

Medlock, K. Ojeda, Y. Ojeda, C. Howell, Bennett

Absent:

Topic	Questions/Notes
<b>Engage: Good Things</b>	<ul style="list-style-type: none"> <li>• <b>Ojeda</b> - Mark Williamson - lay down more traps and clean out the closet. When we get back from break, contact Mark if we don't see a change.</li> <li>• <b>K. Ojeda</b> - nails done on Saturday</li> <li>• <b>Howell</b> - Spring Master Schedule complete, submitted residency documents to Nancy</li> </ul>
<b>Administrative Office</b>	<ul style="list-style-type: none"> <li>• <b>TCC Grade Collection Procedure</b> TCC Grades Due December 19th, but grades sent in January <b>Salgado</b> will get 9th and 10th grade TCC grades from TCC instructors <b>Bennett/Howell</b> will receive 9th-12th grade. Will receive grades 4-7 days after the 19th.</li> <li>• <b>Admission &amp; Registration Process for Interviews</b> - Sign Up Genius - Feb 15th, 6pm - 7:30pm. Reserve cafe, library or 1304 and ECHS hallway</li> <li>• <b>Prom Guest Form</b> - Kayleigh Ojeda - email draft beginning of spring 2023.</li> <li>• <b>Kayleigh's Student Support Plan</b></li> <li>• <b>Medlock</b> - email to teachers friendly reminder of submission attendance, still learning - learned a lot, end of semester reports to run.</li> </ul>
<b>Counseling</b>	<ul style="list-style-type: none"> <li>• <b>Spring 2023 Master Schedule</b> - Completed</li> <li>• <b>Spring 2023 Course Registration Update</b>- I am checking the reconciliation report that was emailed today -</li> <li>• <b>Fall 2023 TCC Submission Update</b> - Emailed 12/5/22 12.5.22</li> <li>• <b>Set TCC Enrollment -4/Session</b> - rm 1321 - Can TCC help us? Do we need a notary here? Should we make copies of residency documents? <b>Week of March 26 - April 1st</b> is the first preferred date. Communicating with parents about bringing ID, Safety &amp; Security - Escort to computer lab, 8am - 10am, think about dates and 2 hour time window, creating registration fact sheet - print out application and</li> <li>• <b>Mar 28:</b> 8:30am - 10:30am and 2:00pm - 4:00pm (Use 1321)</li> <li>• <b>Mar 30:</b> 5pm - 7pm (Use 1321 &amp; Reserve 1319)</li> <li>• <b>Apr 6:</b> 5pm - 7pm (Use 1321 &amp; Reserve 1319)</li> <li>• <b>Start working on TCC Enrollment Checklist</b></li> <li>• <b>Schedule our Next Meeting: TCC SE Planning Meeting</b></li> </ul>
<b>Operations</b>	<ul style="list-style-type: none"> <li>• <b>Fall Final Exam TCC Coverage Schedule</b> -</li> <li>• <b>SBDM</b> - Student Safety Survey -</li> <li>• <b>Textbooks</b>- Will send out email to students by 12/9/2022. Will order textbooks by 12/11/2022</li> </ul>
<b>Instructions</b> Salgado & Bennett	<ul style="list-style-type: none"> <li>• <b>TTESS Fall Walkthrough &amp; Formal Observation Update</b> - Salgado- Fall Walkthroughs are complete</li> <li>• <b>TSI Preparation &amp; Testing Plan</b>- Will be speaking to all current 9th and 10 graders and will review TSI ELAR data sheets. Chi Nguyen is meeting with Jennifer Castrillo on Dec 16th to discuss Texas Bridge School. Aleks codes for MATH TSI are here. Will meet with Schmidt and T. Nguyen to discuss use of Aleks code. Jennifer Bush will help us with the Bootcamp. I will meet with teachers to discuss dates for bootcamp.</li> <li>• <b>EOC Preparation Support for Teachers</b>-</li> </ul>
<b>Launch</b>	

December 1, 2022, 11am



## TCC SE Mansfield Early College High School Administration Meeting Notes

<ul style="list-style-type: none"><li>• Be on time &amp; honor - our time together</li></ul>	<ul style="list-style-type: none"><li>• Speak and value truth over comfort</li></ul>	<ul style="list-style-type: none"><li>• What is said here, stays here</li></ul>
<ul style="list-style-type: none"><li>• Stay fully present</li></ul>	<ul style="list-style-type: none"><li>• Be willing to create ideas and execute</li></ul>	<ul style="list-style-type: none"><li>• Move fearlessly</li></ul>

**Attendees:**

**Absent:**Bennett

Topic	Questions/Notes
Engage: Good Things	<ul style="list-style-type: none"><li>•</li></ul>
Administrative Office	<ul style="list-style-type: none"><li>• <b>Fundraiser Update</b> - Do we need to send any reminders/checkpoints to teachers of the fundraising process?</li><li>• <b>ECHS Office during lunch</b> - the lunch crowd is getting louder and larger</li><li>• <b>Dance Permission Form Draft - Kayleigh</b></li><li>• <b>TCC Registration Document Process:</b></li><li>• <b>Lunch Office Crowd</b></li></ul>
Counseling	<ul style="list-style-type: none"><li>• <b>Guidance &amp; Counseling Addendum for the ECHS application, please review addendum and make changes as needed or leave as is.</b></li><li>• <b>Spring Master Schedule &amp; TCC Course Update</b></li><li>• <b>23-24 TCC Course Request.</b></li></ul>
Operations	<ul style="list-style-type: none"><li>• <a href="#">TCC SE renovation &amp; expansion notes</a>- Construction Time: Spring 2024, Summer 2024, Fall 2024, Spring 2025. Full campus ready to use: Fall 2025.</li></ul>
Instructions Salgado & Bennett	<p><b>TCC Final Exam: Dec 8 - 14</b></p> <ul style="list-style-type: none"><li>• <b>Theater- Fiorella-Monday Dec 12th at regular classroom times</b></li><li>• <b>US His- Maloney- Tuesday December 13th at regular classroom time</b></li><li>• <b>Speech- Aleman- December 13th at regular classroom time</b></li><li>• <b>MISD Final Exam: Dec 15 - 20</b></li><li>• <b>Traditional Schedule- A day- December 15th-Review and December 16th-Test</b></li><li>• <b>B day -December 19th- Review and December 20th-Test</b></li><li>• <b>Exemptions and Final Exam Schedule</b></li></ul>
Launch	



## TCC SE Mansfield Early College High School Administration Meeting Notes

November 17, 2022, 11am

<ul style="list-style-type: none"> <li>Be on time &amp; honor - our time together</li> </ul>	<ul style="list-style-type: none"> <li>Speak and value truth over comfort</li> </ul>	<ul style="list-style-type: none"> <li>What is said here, stays here</li> </ul>
<ul style="list-style-type: none"> <li>Stay fully present</li> </ul>	<ul style="list-style-type: none"> <li>Be willing to create ideas and execute</li> </ul>	<ul style="list-style-type: none"> <li>Move fearlessly</li> </ul>

Attendees:

Absent: Bennett

Topic	Questions/Notes
Engage: Good Things	<ul style="list-style-type: none"> <li>Tomorrow is Friday</li> <li>Celeste - Winter grass is green. Winter Rise Seeds, Victor's email.</li> </ul>
Administrative Office	<ul style="list-style-type: none"> <li><b>Yvette</b>- high school graduation, blank grade reports, helping Celeste entering grades from transcripts from students coming out of district.</li> <li><b>Kayleigh</b> - checking on laptops, passes, getting all three labs - Vincent's assistance. Staying on top of student</li> <li><b>Tony</b> - grasping attendance duty and getting a better understanding of the reports and running. Learning student names. Making phone calls regarding attendance - friendly reminder. Yvette has helped with MISD personnel to contact. Overall, a warm experience with people.</li> </ul>
Counseling	<ul style="list-style-type: none"> <li><b>FAFSA - 91%</b> - Counselor is in charge of an opt out form and the data</li> <li><b>Who is on our Fall 2022, TCC Drop List?</b> Do parents know the impact of dropping TCC classes? For the students who drop, does it impact their enrollment or will it adjust their TCC course pathway?</li> <li>1.</li> <li><b>Spring TCC Registration Update -Paperwork Issues with a few students. Resident Affidavit issues...2 students...sent an email to parent requesting these documents. One parent sent information. Need to consider having TCC registration here on campus...day and time..</b></li> <li><b>Questions about immigration and residency requirements for TCC.</b> <ul style="list-style-type: none"> <li><b>June 30th deadline...students must turn in all documents to TCC/ or file must be complete.</b></li> </ul> </li> <li>1. Did the TCC Sociology section situation get resolved? Only have 1 section</li> <li>2. Is the list for bus transportation prepared for Spring semester? There will be an afternoon bus that picks up students late in the PM. But nothing guaranteed for AM pick up as suggested by email I forwarded to you from Paul Cash. Are you prepared to adjust a student's schedule who needs a 7:30 am class? Can students get ride to TCC early in the AM? In the future, we always have to request a bus every semester that moves beyond the TCC school day. We never let students know that a bus is guaranteed.</li> <li><b>Senior Progress Monitoring</b> <ul style="list-style-type: none"> <li>1.</li> </ul> </li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

	<ul style="list-style-type: none"><li>• Did the TCC registration documents get sent to TCC via Google Drive for Nancy to access? Would like to put documents in Google Drive and share it with her as a viewer and not editor. Discussed with Yvette and will put into place asap.</li><li>• Schedule change with 3 students</li></ul>
Operations	<ul style="list-style-type: none"><li>• UT Field Trip Update - Field trip is ready- 4 chaperones- Keith Howell, Celeste Howell, Tamie Colston, Dr. Harmon-</li><li>• Lunch ...make sure lunch is available Buses will be back by 1:15pm</li></ul> <p>Master schedule issue...teachers have questions about Canvas</p> <ul style="list-style-type: none"><li>• Final Exams TCC Final Exam: Dec 8 - 14 Theater- Fiorella-Monday Dec 12th at regular classroom times US His- Maloney- Tuesday December 13th at regular classroom time Speech- Aleman- December 13th at regular classroom time MISD Final Exam: Dec 15 - 20 Traditional Schedule- A day- December 15th-Review and December 16th-Test B day -December 19th- Review and December 20th-Test How will this impact regular operations at the 9th and 10th grade level? Do we need to use Nguyen and Shoop for any of this?-Need time to address Do we need to have teachers to claim substitute? Are we doing anything with TSI support and testing? Bennett needs to communicate to transportation about the last day of TCC classes on Dec 14th.<ul style="list-style-type: none"><li>• Senior survival Fall semester maybe.</li></ul></li><li>• <u>TCC SE Expansion Update</u> Delay in the construction process. In Spring 2024...they would start construction...but starting Summer 2024...our students have to enroll in-person classes.</li><li>• Principal &amp; PDC Meeting Update</li><li>• Prom - Friday, April 14th, 6pm - 11pm. Location Willow Woods Barn + Studio, 7836 County Rd 526, Mansfield, TX 76063 Website: <a href="https://www.mansfieldweddingvenue.com/">https://www.mansfieldweddingvenue.com/</a> We have our own prom now.</li><li>• TCC Course Request for 22-23 school year is Due in December. We need to access our program course crosswalk and schedule to see if we are equipped to handle the TCC changes.</li><li>• Admission &amp; Recruitment - Next date: Nov 29</li></ul>
Instructions Salgado & Bennett	<ul style="list-style-type: none"><li>• What is our credit recovery/grade redemption plan and how will this be communicated to teachers? Does our PLC goal support this?(See notes for Principal PLC/Executive Director Directive)</li><li>• EOC Prep Sessions: ESSER Spring Saturday Sessions - EOC remediation:<ul style="list-style-type: none"><li>○ \$30 an hour per teacher</li></ul></li></ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

	<ul style="list-style-type: none"> <li>○ Para can be paid as well</li> <li>○ April *1, 15, 22, &amp; 29 (1st is optional)</li> <li>• Share <a href="#">Principal PLC Meeting Notes</a> with Salgado</li> <li>• T-TESS Walkthrough - Salgado try to finish next week. All walkthroughs completed for Salgado.</li> <li>• T-TESS - Formal Observation - Bennett completed Hundley, Colston, Herrera and T.Nguyen.Howell scheduled for Nov 17th. Will do post conference after Thanksgiving.</li> </ul>
Launch	

November 10, 2022, 11am

<ul style="list-style-type: none"> <li>• Be on time &amp; honor - our time together</li> </ul>	<ul style="list-style-type: none"> <li>• Speak and value truth over comfort</li> </ul>	<ul style="list-style-type: none"> <li>• What is said here, stays here</li> </ul>
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Attendees:

Absent: Bennett

Topic	Questions/Notes
Engage: Good Things	<ul style="list-style-type: none"> <li>• Tony tried to get Kayleigh to run ECHS announcements...lol</li> <li>• Friday Yay day!</li> <li>• Tony is progressing. Will learn ids.</li> <li>• Logan knew his lines.</li> <li>•</li> </ul>
Administrative Office	<ul style="list-style-type: none"> <li>• Question to ask Yvette: Can we allocate school funds for any prom needs? If so, what budget code? Yvette will ask Chelsie. How can we step in and is it legal? Tony had questions about prom.</li> <li>• Tony is learning.</li> </ul>
Counseling	<ul style="list-style-type: none"> <li>• Spring 2023 TCC times that fall outside of the 8:00am - 2:30pm school day. How many students will this impact? Will need to get a list of students and addresses per time slot.</li> <li>• Counseling concerns: there are currently not enough sophomores that have passed the tsi for ECHS to have 2 sociology sections in the spring. I see this possibly being an issue in the Fall 2023 school year as well. What is the course cap(maximum, WILL WE be able to have all of our sophomores who need TCC Sociology in spring semester?</li> <li>• Master schedule- Concerns: Students could possibly need an additional class. Counselor Howell will research this information. Sociology concerns: Counselor Howell is working on seniors and juniors who are taking classes after hours. Transportation wants to know who are the students and specifically the time frame. The bus will drop them off at their home. Need list asap... Counselor Howell has the spreadsheet and will</li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

send it to Principal Bennett soon. There will be 2 buses...one that will be needed for a 7:30 am class and afternoon bus at 3:30 for students.

### Seniors Watchlist

#### Operations

- **Final Exams** - Salgado, can you check with Academic Associates about fall final exam schedule. Will check with Academic Associates. If TCC exams are early we have to find coverage for the TCC classes. We need someone to watch the TCC classes. We may have to find a sub to cover classes.
- **Prom - Friday, April 14th**, 6pm - 11pm. Location Willow Woods Barn + Studio, 7836 County Rd 526, Mansfield, TX 76063  
Website: <https://www.mansfieldweddingvenue.com/> We have our own prom now.
- **Review ECHS Application** - Bennett will send out applications for revision consideration. Meet with Kim Murphree on application revision Dec 1st. There are things that we need to catch and we need to all review application to make sure we are not missing anything. Everyone needs to review. English teachers will also review essay prompt
- **Review Admission Landing Page** - Will need to Create a parent friendly version that breaks down the steps more. If you have suggestions, please let me know.
- **ECHS Designation Application - Due Dec 16**
- **TCC Course Request for 22-23** school year is Due in December. We need to access our program course crosswalk and schedule to see if we are equipped to handle the TCC changes.
- **Admission & Recruitment** - Next date: Nov 29

#### Instructions Salgado & Bennett

- **What is our credit recovery/grade redemption plan** and how will this be communicated to teachers? Does our PLC goal support this?(See notes for Principal PLC/Executive Director Directive)
- **EOC Prep Sessions: ESSER Spring Saturday Sessions - EOC remediation:**
  - \$30 an hour per teacher
  - Para can be paid as well
  - April \*1, 15, 22, & 29 (1st is optional)
- **Share Principal PLC Meeting Notes** with Salgado
- **T-TESS Walkthrough** - Salgado try to finish next week. All walkthroughs completed for Salgado.
- Questions about Brit Lit classes in the summer.
- **T-TESS - Formal Observation** - Bennett completed Hundley and T. Nguyen observation and post conference. Completed Colston's observation, need to schedule post conference. Hope to get to Herrera today for observation. Scheduled the rest of the teachers for the week before Thanksgiving.

#### Launch





# **TCC SE Mansfield Early College High School** **Administration Meeting Notes**

, 2022

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**Attendees:** Bennett, Howell, Salgado

**Absent:** Yvette Ojeda - ill, Kayleigh Ojeda - ill

Topic	Questions/Notes
Engage: Good Things	<ul style="list-style-type: none"> <li>•</li> </ul>
Administrative Office	<ul style="list-style-type: none"> <li>• Yvette's Update - Absent</li> <li>• Kayleigh's Update -</li> <li>• Tony's Update - Will receive attendance training today at 1:40pm with Tina Williams.</li> </ul>
Counseling	<ul style="list-style-type: none"> <li>• Master Schedule for Spring 2023</li> <li>• Toys 4 Tots - Send email to teachers if they know of a family in need for Christmas.</li> <li>• Class Rank - Is not showing up in Edugence, but it is showing up in Skyward?</li> <li>• Spring 2023 TCC Registration Update</li> <li>• ECHS/PTECH/ Summit Learning</li> <li>• TCC Summer 2023 Roster Update - emailed this to Yutanzia</li> <li>• TCC will be here on 11/14 to assist with TCC SE registration</li> <li>• Xello lesson for 9th &amp; 10th grade were completed this week</li> <li>• Senior Progress Monitoring - Brit Lit students from instructor email</li> <li>• Junior progress Monitoring -</li> <li>• Sophomore Progress Monitoring -</li> <li>• Freshmen Progress Monitoring</li> </ul>
Operations	<ul style="list-style-type: none"> <li>• Test Training/EOC</li> <li>•</li> <li>• ECHS Designation Application - Due Dec 16</li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

	<ul style="list-style-type: none"> <li>• <b>TCC Course Request for 22-23</b> school year is Due in December. We need to access our program course crosswalk and schedule to see if we are equipped to handle the TCC changes.</li> <li>• <b>Admission &amp; Recruitment</b> - Nov 8th, first session</li> </ul>
<b>Instructions</b> Salgado & Bennett	<ul style="list-style-type: none"> <li>• <b>T-TESS Walkthrough</b> - Salgado try to finish next week.</li> <li>• <b>T-TESS - Formal Observation</b> - Bennett will begin in November</li> <li>• <b>T-TESS Pre Conference</b> with Trang Nguyen and Yahira Herrera</li> <li>• <b>T-TESS Formal Observation</b> - Eudora Hundley</li> </ul>
<b>Launch</b>	

**October 27, 2022**

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Attendees: Salgado

Absent: Howell

Topic	Questions/Notes
<b>Engage: Good Things</b>	<ul style="list-style-type: none"> <li>• <b>Medlock</b> - making headway and learning. Learning real quick</li> <li>• <b>Bennett</b> - family: volleyball, football, fine arts</li> <li>• <b>Salgado</b> - day off</li> </ul>
<b>Administrative Office</b>	<ul style="list-style-type: none"> <li>• <b>PEIMS Snapshot Update</b></li> <li>• <b>Kayleigh's Student Update</b> t.</li> <li>• <b>Attendance Update</b> <ol style="list-style-type: none"> <li>1. <b>Student Conductor Training</b></li> <li>2. <b>TSI Math</b> - called parents about testing on this Friday, October 28th. Testing is for 11th grade scholars who are not TSI Math met.</li> </ol> </li> <li>• <b>Comp Ed Funds</b> - can be used for TSI tutoring. Maybe survey students on after school tutorial</li> <li>• <b>SDCE Process</b></li> <li>• <b>Nov 8 - CPI - 8:15am - 4:15pm</b></li> <li>• <b>Graduation Budget Received:</b></li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

<b>Counseling</b>	<ul style="list-style-type: none"> <li>• At Risk Percentage</li> <li>• ECHS/PTECH/ Summit Update -</li> <li>• TCC Summer 2023 Roster Update - waiting on this</li> <li>• Senior Progress Monitoring</li> <li>• Junior progress Monitoring -</li> <li>• Sophomore Progress Monitoring -</li> <li>• Freshmen Progress Monitoring</li> <li>• .</li> </ul>
<b>Operations</b>	<ul style="list-style-type: none"> <li>• ECHS Designation Application - Due Dec 16</li> <li>• TCC Course Request for 22-23 school year is Due in December. We need to access our program course crosswalk and schedule to see if we are equipped to handle the TCC changes.</li> </ul>
<b>Instructions</b> Salgado & Bennett	<ul style="list-style-type: none"> <li>• TTESS Walkthrough - Bennett is complete</li> <li>• TTESS Walkthrough - Salgado try to finish next week.</li> <li>• TTESS - Formal Observation</li> </ul>
<b>Launch</b>	

**October 20, 2022**

<ul style="list-style-type: none"> <li>• Be on time &amp; honor - our time together</li> </ul>	<ul style="list-style-type: none"> <li>• Speak and value truth over comfort</li> </ul>	<ul style="list-style-type: none"> <li>• What is said here, stays here</li> </ul>
<ul style="list-style-type: none"> <li>• Stay fully present</li> </ul>	<ul style="list-style-type: none"> <li>• Be willing to create ideas and execute</li> </ul>	<ul style="list-style-type: none"> <li>• Move fearlessly</li> </ul>

attendees: Medlock, Bennett

Absent:

<b>Topic</b>	<b>Questions/Notes</b>
<b>Engage: Good Things</b>	<ul style="list-style-type: none"> <li>• Mr. Medlock is here!!!</li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

<b>Adm Office</b>	<ul style="list-style-type: none"> <li>• Medlock - this week and next week events and training. 9:30am - 10:30am at Wester/Technology, Monday, October</li> <li>• Tuesday, October 25 - 26, 2022: Recruitment</li> <li>• <b>Recruitment for Arlington Classics Video, Oct 25th at 5:30 - 6:30pm.</b></li> <li>• <b>Oct 25 - Faculty - 3pm</b></li> <li>• <b>Oct 26 - SBDM Meeting - 3pm</b></li> </ul>
<b>Counseling</b>	<ul style="list-style-type: none"> <li>• <b>Lead Counselor Meeting Update</b></li> <li>• <b>Each campus will be their own Phoenix. Counselors have asked for directions in written form. Ms. Powers said she would provide guidelines.</b></li> <li>• <b>Xello and Edgeugence were affected by cyber attack.</b></li> <li>• <b>2nd six weeks SEL-please be positive</b></li> <li>• <b>Dual credit meeting on October 25th</b> <b>I need to be trained on Edgenuity - Talk to Marsh.</b></li> <li>• <b>At Risk - Snapshot Data -</b></li> <li>• <b>9th grade At Risk percentage?</b></li> <li>• <b>Summer 2023 List of I am working on this today and will have your percentage by the end of day. Report is due on October 26th.</b></li> <li>• <b>Summer list: non tsi math met juniors, juniors who are taking 1301 in the spring, 10th graders who are non- ELAR met. Classes English 1301 &amp; 1302, Drama, History 1301 &amp; 1301, English 2322 and English 2323</b></li> <li>• <b>TCC Registration Update for Spring 2023</b> <b>Brit Lits rosters are balanced. Each section has at least 15 students. I am not allowing any students to do online brit lit. (Bennett will contact TCC SE)</b></li> <li>• <b>Senior Progress Monitoring -</b> Brit Lit students from Kirk Adams email</li> <li>• <b>Junior progress Monitoring -</b></li> <li>• <b>Sophomore Progress Monitoring -</b></li> <li>• <b>Freshmen Progress Monitoring</b></li> </ul>
<b>Operations</b>	<ul style="list-style-type: none"> <li>• <b>Give Tony Medlock Facilitron Access</b></li> <li>• <b>Admission &amp; Recruitment -</b> Schedule Recruitment PDF to go out to 9th grade families. Give flyers to Celeste to use to build relationship with high school counselors about possible students for 10th grade entry</li> <li>• 2000/ECHS Hallway - staff concerned with limited supervision of students in ECHS hallways</li> <li>• Talk to Benavides about possible ECHS policies that require students to not drop TCC courses required for the associate degree pathway if dropped, students....</li> <li>• </li> </ul>
<b>Instructions</b> Salgado & Bennett	<ul style="list-style-type: none"> <li>• Skyward rosters are double rosters. Talk to Kim Merryfield about how they pulled it.</li> <li>• STAAR Redesign send out to teachers. - short answer response and extended.</li> <li>• Accommodations &amp; Accessibility</li> <li>• MTSS/HB4545 - Monday</li> <li>• Faculty Meeting - Tues</li> <li>• SBDM Meeting - Wed</li> <li>• Accommodations &amp; Accessibility Training</li> <li>• 504s</li> <li>• TSI Math testing - Kayleigh &amp; C. Nguyen</li> <li>• Texas Bridge School</li> <li>• Caught up on emails and phone calls.</li> <li>• Gary Gates -</li> <li>• Behavior Specialist - Lack empathy, mean behavior.</li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

Launch	

**October 13, 2022 at 11am**

<ul style="list-style-type: none"> <li>Be on time &amp; honor - our time together</li> </ul>	<ul style="list-style-type: none"> <li>Speak and value truth over comfort</li> </ul>	<ul style="list-style-type: none"> <li>What is said here, stays here</li> </ul>
<ul style="list-style-type: none"> <li>Stay fully present</li> </ul>	<ul style="list-style-type: none"> <li>Be willing to create ideas and execute</li> </ul>	<ul style="list-style-type: none"> <li>Move fearlessly</li> </ul>

Attendees:

Absent:

Topic	Questions/Notes
<b>Engage: Good Things</b>	<ul style="list-style-type: none"> <li>Grandbaby is coming. Yippee!</li> </ul>
<b>Administrative Office</b>	<ul style="list-style-type: none"> <li>Yvette - Out Wed, Thur, Fri - grandchild</li> <li>Kayleigh - Wed - On call, Will take off to help with Riley,</li> <li>PEIMS Snapshot - working with Celeste on 504 &amp; At Risk.</li> <li>Transcript - rank is coming up.</li> <li>Kayleigh - Plans to sit with Nekita and to figure out a plan with her. She will have two weeks</li> <li>Parent University</li> </ul>
<b>Counseling</b>	<ul style="list-style-type: none"> <li><b>At Risk</b> - Snapshot Date -after 1st six week mark, we will know who our At Risk students.Percentage of students who.</li> <li><b>Bus Request for Spring AM or PM</b> - Can we have a 7am bus?</li> <li><b>Senior Progress Monitoring</b></li> <li><b>Junior progress Monitoring -</b></li> <li><b>Sophomore Progress Monitoring</b> - Uyen Pham,</li> <li><b>Freshmen Progress Monitoring</b></li> </ul>
<b>Operations</b>	<ul style="list-style-type: none"> <li><b>Recruitment -</b> Work on recruitment powerpoint - video</li> <li><b>TCC Enrollment - Switch Up - When does the TCC registration cap begin? Spring 2023 or Fall 202</b></li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

	<ul style="list-style-type: none"> <li>• <b>Safety &amp; Security</b> - <a href="#">Security Audit Files</a></li> <li>• <b>FAFSA Night &amp; College Prep Dates</b> - October 4th</li> <li>• <b>When will we send out our PSAT Letters to families?</b></li> <li>• <b>Admissions &amp; Recruitment Season</b> - <b>October 25, 2022</b> at ACA, get a tablecloth, (virtual)</li> <li>• <b>Academic Intervention System</b> - What system needs to be communicated to our teachers and staff about checking student grades and contacting parents?</li> <li>• <b>Engagement</b> <ul style="list-style-type: none"> <li>a. Bennett has added conversation to parents as an engagement tool. Will create a one pager or video of tips that come in.</li> <li>b. Next Steps: Review parent university survey data that Celeste will send out to review agenda for next Parent University session.</li> <li>c. Need to gather copy of 11/12 grade parent sign in from Celeste</li> </ul> </li> <li>• <b>SBDM Update (Bennett)</b></li> </ul>
<b>Instructions</b> Salgado & Bennett	<ul style="list-style-type: none"> <li>• <b>PLC -November 2nd</b> - decrease number of zeros in class - common goal</li> <li>• <b>COA Update:</b> No update - will present November 29/30 for Quarter 1 and 2 presentation.</li> <li>• <b>TTESS Update (Salgado)</b>- will start next week for Walkthroughs.should be complete 1st week of November</li> <li>• <b>TPESS Goals Update</b> <ul style="list-style-type: none"> <li>a. BOY Conference for Salgado - TPESS on Sept 27th</li> <li>b. TPESS Check In - Q1 - November 2 (Engagement and COA) - calendar of engagement.</li> </ul> </li> <li>c. <b>TTESS Update (Bennett)</b></li> <li>• <b>Leavers Update (Salgado)</b>- Should be down to 0. Yvette was able to change codes in Skyward. Complete- no 98's</li> <li>• <b>Classroom Walk Schedule:</b> creating walkthrough schedule - wa</li> <li>• <b>Confirm Test Schedule</b> <ul style="list-style-type: none"> <li>o Eng 1- Dec 6th</li> <li>o Eng II- Dec 8th</li> <li>o Alg I- Dec 7th</li> <li>o Biol- Dec 9th</li> <li>o US History- Dec</li> <li>o Eng I -April 18th</li> <li>o Eng II- April 19th</li> <li>o Makeups- Eng I and II April 20th and April 21th</li> <li>o Biology- April 25th</li> <li>o US History- April 26th</li> <li>o Makeups- Bio and US History-April 27th and 28th</li> <li>o Algebra 1- May 2nd</li> <li>o Makeups- May 3rd</li> </ul> </li> <li>• <b>Parent University for Senior Parents OR VIDEO blurb TBD spring semester.</b></li> </ul>
<b>Launch</b>	



## TCC SE Mansfield Early College High School Administration Meeting Notes

Sept 29, 2022 at 11am

<ul style="list-style-type: none"> <li>Be on time &amp; honor - our time together</li> </ul>	<ul style="list-style-type: none"> <li>Speak and value truth over comfort</li> </ul>	<ul style="list-style-type: none"> <li>What is said here, stays here</li> </ul>
<ul style="list-style-type: none"> <li>Stay fully present</li> </ul>	<ul style="list-style-type: none"> <li>Be willing to create ideas and execute</li> </ul>	<ul style="list-style-type: none"> <li>Move fearlessly</li> </ul>

Attendees:

Absent:

Topic	Questions/Notes
Engage: Good Things	<ul style="list-style-type: none"> <li></li> </ul>
Administrative Office	<ul style="list-style-type: none"> <li>Grades</li> <li><b>TEAMS Fundraising Protocol</b> Meeting with Chelsea Howley - 3:15pm Howell, Shoop, Hundley, Colston</li> </ul>
Counseling	<ul style="list-style-type: none"> <li><b>AI Update</b></li> <li><b>Mya Landis Update</b> <ol style="list-style-type: none"> <li>Create communication log of contact and brief notes</li> <li>Follow up email to parent of what was discussed on 9/20/22. Show what parent agreed to or not agree. Talk about the options we offered. Create an electronic documentation trail of meeting discussion to parent.</li> <li>Graduation Support Plan</li> <li>TCC Officer, Sergeant, Rose Brandt wants to interview students soon but does needs parent consent.</li> <li><b>TCC Officer needs to schedule time to interview us as well. 817-718-1972 (cell), 817-515-3Parents of student failures will be contacted tomorrow .</b></li> <li><b>917 (office).</b></li> </ol> </li> <li><b>Home Visit - Victor Wanyioke date.</b></li> <li><b>Monday 10/3/22 1:30- spoke with dad on 9/23/22</b></li> <li><b>PSAT Coordinator Update:</b> PSAT class presentation will be done tomorrow during avid classes (it's on the calendar)</li> <li><b>Senior Progress Monitoring</b> Parents of student failures will be contacted tomorrow .</li> <li><b>Junior progress Monitoring</b></li> <li><b>Sophomore Progress Monitoring</b> Parents of student failures will be contacted tomorrow .</li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

	<ul style="list-style-type: none"> <li>• <b>Freshmen Progress Monitoring</b></li> <li>• <b>Parent University/AVID Night/TCC -</b></li> <li>• <b>Xello -</b></li> <li>• <b>At Risk - Snapshot Date</b> -after 1st six week mark, we will know who our At Risk students.</li> </ul>
<b>Operations</b>	<ul style="list-style-type: none"> <li>• <b>Recruitment -</b> Work on recruitment powerpoint - video</li> <li>• <b>TCC Enrollment - Switch Up - When does the TCC registration cap begin? Spring 2023 or Fall 202</b></li> <li>• <b>Safety &amp; Security - <a href="#">Security Audit Files</a></b></li> <li>• <b>FAFSA Night &amp; College Prep Dates - October 4th</b></li> <li>• <b>When will we send out our PSAT Letters to families?</b></li> <li>• <b>Admissions &amp; Recruitment Season - October 25, 2022</b> at ACA, get a tablecloth, (virtual)</li> <li>• <b>Academic Intervention System</b> - What system needs to be communicated to our teachers and staff about checking student grades and contacting parents?</li> <li>• <b>Engagement -</b> <ul style="list-style-type: none"> <li>d. Bennett has added conversation to parents as an engagement tool. Will create a one pager or video of tips that come in.</li> <li>e. Next Steps: Review parent university survey data that Celeste will send out to review agenda for next Parent University session.</li> <li>f. Need to gather copy of 11/12 grade parent sign in from Celeste</li> </ul> </li> <li>• <b>SBDM Update (Bennett)</b></li> </ul>
<b>Instructions</b> Salgado & Bennett	<ul style="list-style-type: none"> <li>• <b>PLC</b></li> <li>• <b>COA Update:</b></li> <li>• <b>TTESS Update (Salgado)</b></li> <li>• <b>TTESS Update (Bennett)</b></li> <li>• <b>TPESS Goals Update</b> <ul style="list-style-type: none"> <li>d. BOY Conference for Salgado - TPESS on Sept 27th</li> </ul> </li> <li>• <b>Leavers Update (Salgado)- Should be down to 0. Yvette was able to change codes in Skyward. Complete- no 98's</b></li> <li>• <b>Classroom Walk Schedule:</b> creating walkthrough schedule</li> </ul>
<b>Launch</b>	





## TCC SE Mansfield Early College High School Administration Meeting Notes

Sept 22, 2022 at 11:00am

<ul style="list-style-type: none"> <li>Be on time &amp; honor - our time together</li> </ul>	<ul style="list-style-type: none"> <li>Speak and value truth over comfort</li> </ul>	<ul style="list-style-type: none"> <li>What is said here, stays here</li> </ul>
<ul style="list-style-type: none"> <li>Stay fully present</li> </ul>	<ul style="list-style-type: none"> <li>Be willing to create ideas and execute</li> </ul>	<ul style="list-style-type: none"> <li>Move fearlessly</li> </ul>

Attendees:

Absent:

Topic	Questions/Notes
<b>Engage: Good Things</b>	<ul style="list-style-type: none"> <li></li> </ul>
<b>Administrative Office</b>	<ul style="list-style-type: none"> <li><b>Fundraising Procedure for Teachers:</b> Create a written document and can post in ECHS Faculty &amp; Staff Google File. - Y. Ojeda</li> <li></li> </ul>
<b>Counseling</b>	<ul style="list-style-type: none"> <li><b>Print Schedules</b> for 11th &amp; 12th graders at TCC SE for both campuses - binder - it will help with safety concerns.</li> <li><b>Mya Landis Update</b> <ol style="list-style-type: none"> <li>7. Create communication log of contact and brief notes</li> <li>8. Follow up email to parent of what was discussed on 9/20/22. Show what parent agreed to or not agree. Talk about the options we offered. Create an electronic documentation trail of meeting discussion to parent.</li> <li>9. Graduation Support Plan</li> <li>10. TCC Officer, Sergeant, Rose Brandt wants to interview students soon but does needs parent consent.</li> <li>11. TCC Officer needs to schedule time to interview us as well. 817-718-1972 (cell), 817-515-3917 (office).</li> </ol> </li> <li><b>Home Visit - Victor Wanyioke date.</b></li> <li><b>Parent University Debrief - When will survey to parents be sent?</b></li> <li><b>PSAT Coordinator Update:</b> <ol style="list-style-type: none"> <li>a. Are preadministration packets in the building? Labels for PSAT8/9 is here. Check with Becky Belinski.</li> <li>B. Does Collegeboard still send study preparation guide? (Yes &amp; Links to the preparation guide)</li> <li>C. PSAT Rosters complete via Test Hound.</li> </ol> </li> <li><b>Senior Progress Monitoring</b> <i>I have parent meetings scheduled for tomorrow to discuss academics</i></li> <li><b>Junior progress Monitoring</b></li> <li><b>Sophomore Progress Monitoring</b></li> <li><b>I will run a failure report for each cohort</b></li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

	<ul style="list-style-type: none"> <li>• <b>Freshmen Progress Monitoring</b></li> <li>• <b>Capturing Kids Heart Training</b> - September 20 and 21</li> <li>• <b>Parent University/AVID Night/TCC</b> - Yutanzia - October 18th. All the</li> <li>• <b>Xello</b> - SEL Update-moved to 2nd six weeks</li> <li>• <b>At Risk</b> - Snapshot Date -after 1st six week mark, we will know who our At Risk students.</li> </ul>
<b>Operations</b>	<ul style="list-style-type: none"> <li>• <b>Recruitment</b> -</li> <li>• <b>TCC Enrollment - Switch Up</b> -</li> <li>• <b>Safety &amp; Security</b> - <a href="#">Security Audit Files</a></li> <li>• <b>FAFSA Night &amp; College Prep Dates</b> -</li> <li>• <b>When will we send out our PSAT Letters to families?</b></li> <li>• <b>Admissions &amp; Recruitment Season - October 25, 2022</b> at ACA, get a tablecloth,</li> <li>• <b>Academic Intervention System</b> - What system needs to be communicated to our teachers and staff about checking student grades and contacting parents?</li> <li>• <b>Engagement</b> -             <ul style="list-style-type: none"> <li>g. Bennett has added conversation to parents as an engagement tool. Will create a one pager or video of tips that come in.</li> <li>h. Next Steps: Review parent university survey data that Celeste will send out to review agenda for next Parent University session.</li> <li>i. Need to gather copy of 11/12 grade parent sign in from Celeste</li> </ul> </li> <li>• <b>SBDM Update (Bennett)</b></li> </ul>
<b>Instructions</b> Salgado & Bennett	<ul style="list-style-type: none"> <li>• <b>PLC</b></li> <li>• <b>COA Update:</b></li> <li>• <b>TTESS Update (Salgado)</b></li> <li>• <b>TTESS Update (Bennett)</b></li> <li>• <b>TPESS Goals Update</b> <ul style="list-style-type: none"> <li>e. BOY Conference for Salgado - TPESS on Sept 27th</li> </ul> </li> <li>• <b>Leavers Update (Salgado)</b>- Should be down to 0. Yvette was able to change codes in Skyward. Complete- no 98's</li> <li>• <b>Classroom Walk Schedule:</b> creating walkthrough schedule</li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

Lau

**Sept 15, 2022 at 11:00am**

<ul style="list-style-type: none"> <li>Be on time &amp; honor - our time together</li> </ul>	<ul style="list-style-type: none"> <li>Speak and value truth over comfort</li> </ul>	<ul style="list-style-type: none"> <li>What is said here, stays here</li> </ul>
<ul style="list-style-type: none"> <li>Stay fully present</li> </ul>	<ul style="list-style-type: none"> <li>Be willing to create ideas and execute</li> </ul>	<ul style="list-style-type: none"> <li>Move fearlessly</li> </ul>

Attendees:

Absent:

Topic	Questions/Notes
<b>Engage: Good Things</b>	<ul style="list-style-type: none"> <li>Senior Review are going good - C.Howell</li> <li>Howell's sister moved to Merida, Mexico</li> <li>Dallas Anatole, this weekend - Bennett</li> <li>Working on PSAT roster in Test Hound - Salgado</li> </ul>
<b>Administrative Office</b>	<ul style="list-style-type: none"> <li>Progress Report Grades Posted</li> <li>10am Membership Meeting</li> <li>TSI Test Vouchers - 43 kids testing tomorrow, Friday, Sept 16th</li> </ul>
<b>Counseling</b>	<ul style="list-style-type: none"> <li><b>Home Visit</b></li> <li><b>Parent University Debrief</b> - What did we learn? When should we do 9th and 10th grade? <b>Should we survey parents on information they need? Yes a survey should be sent. I think we should combine 9/10th grade university with Avid night, family feud/jeopardy/halloween. Sometime in October - Oct 18th.</b></li> <li><b>PSAT Coordinator Update:</b> <ol style="list-style-type: none"> <li>Accommodations</li> <li>When will Counselor Howell schedule Preadministration for 11th graders via AVID at TCC SE? <b>October 3-6rd</b></li> </ol> </li> <li><b>Early Graduate Update</b> - See list of names</li> <li><b>Senior Progress Monitoring:</b> According to the high school and college transcript audit, which scholars are at risk of graduation? <i>Share findings with Shoop &amp; Senior Mentors Spreadsheet shared with Ms. Shoop.</i></li> <li><b>Junior &amp; Senior Review New Schedule</b></li> <li><b>Capturing Kids Heart Training</b> - September 20 and 21</li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

- **TCC Priority Registration:** Place the date on our calendar. Priority registration for spring 2023 is October 17.
- What is our self registration process? What process will be used to confirm that all scholars are scheduled into the appropriate classes? I am giving a lesson in avid 1 and avid 2 about how to self register on 9/16 and 9/23. Juniors and seniors will “plan their spring courses during the senior and junior review and then will send a screenshot of the courses they registered for to me via canvas. 9th and 10th graders will do the same. I will continue to monitor the reconciliation report to ensure students are in the correct courses.
- **HB4545 Scholars - WHO ARE THE STUDENTS?** Do you understand the process and what is being asked? Jennifer Powers is the counseling point of contact. Salgado will help. Counselors were debriefed on this on 9/13/22. Per Dr. Spencer, Administrators will be trained on the new procedures. Attached is the powerpoint Lead counselors received on 9/13/22 <https://docs.google.com/presentation/d/1efzNqV8xreFX5V6zZ8Jxx11qU61ClbGA/ed.it?usp=sharing&ouid=107063662609490716676&rtpof=true&sd=true>  
Most students who did not meet Science or SS are on HB4545. Let Pontifis & Herrera.
- **Xello - SEL -** Review students who have not completed How to Deal with Conflict. Use College Preparation.
- **October 6 Ideas -** How do we create an environment of love? It will be the anniversary of the school shooting. (do on both campuses) - Could we take a field trip to the Cedar Hill nature preserve?
  - a. Start with Hello- Sept 19-23rd. September 20th is Green Day
  - b. Friday: Self Care Challenge Friday for Faculty-See green note
  - c. **Week of Affirmations-** every day do something for kids and scholars.
- **At Risk - Snapshot Date -** who are our at risk scholars? Be intentional about knowing our 9th grade data. Snapshot - Email Sheryl about last year.
- **3 Week Grade Check Process for 9th-12th grade -** use Skyward roster. When should our teachers start checking -this will start next week at the end of the six weeks. Teachers will then start doing grade checks every three weeks in advisory via a google spread. I will put all of the dates on the calendar so that our faculty is aware of this. Avid 3 and Avid 4 have already begun doing this.

### Operations

- **Survive & Thrive - Senior College Preparation**
- **When will we send out our PSAT Letters to families?**
- **Admissions & Recruitment Season**
- **Academic Intervention System -** What system needs to be communicated to our teachers and staff about checking student grades and contacting parents?
- **Engagement -**
  - j. Bennett has added conversation to parents as an engagement tool. Will create a one pager or video of tips that come in.
  - k. Next Steps: Review parent university survey data that Celeste will send out to review agenda for next Parent University session.
  - l. Need to gather copy of 11/12 grade parent sign in from Celeste
- **Capturing Kids Heart Schoolwide Plan Monitoring (Salgado)**



## TCC SE Mansfield Early College High School Administration Meeting Notes

	<ul style="list-style-type: none"> <li>a. Our Plan that Teachers Voted On: Social Contract &amp; Greeting Scholars at door</li> <li>B. Social Contract needs to be posted in classroom</li> <li>C. Schmidt working on first assignment of SEL - College Prep</li> <li>D. Not all scholars have college prep - how do we push in for them?</li> </ul> <ul style="list-style-type: none"> <li>• <b>SBDM Update (Bennett)</b> <ul style="list-style-type: none"> <li>1. SBDM - Sept 21 - 3:10pm - 4pm</li> <li>2. Yutanzia Berryhill - Community Rep</li> <li>3. Business Rep (2) - Contact Lea Lester</li> <li>4. Parent Rep -</li> <li>5. <b>Preparation:</b> School Report Card, Celebration, Purpose, Parent Survey &amp; Student Survey Data - PDSA format.</li> </ul> </li> <li>• <b>Handbook Acknowledgment Form to Parents - By the end of the day tomorrow</b></li> </ul>
<p><b>Instructions</b> Salgado &amp; Bennett</p>	<ul style="list-style-type: none"> <li>• <b>PLC</b> <ul style="list-style-type: none"> <li>1. <b>When will we know the PLC common goal?</b></li> <li>2. <b>Small Group Instruction - Check for Understanding - What is our PLC common goal? Next date</b></li> </ul> </li> <li>• <b>COA Update</b></li> <li>• <b>TTESS Goals Update (Salgado)</b> - waiting for eduphoria -I'm going to start paper TTESS conferences.. Most of my teachers need formal observation so hat I can have those instruction and remediation conversations.</li> <li>• <b>TPESS Goals Update (Bennett)</b> <ul style="list-style-type: none"> <li>f. BOY Conference for Bennett - TPESS on Sept 15th at 9am</li> <li>g. BOY Conference for Salgado - TPESS on Sept 27th</li> </ul> </li> <li>• <b>AVID PLC &amp; Team Support (Salgado)</b> <ul style="list-style-type: none"> <li>1. Attend PLC Meetings for Howell &amp; Pontifis- TRF's is the focus for AVID I and AVID II. Assisting students with taking notes.</li> <li>2. Howell will meet with Nguyen &amp; Shoop. Will discuss with Howell -meetings will be on Friday.</li> <li>3. Lockers for AVID - 20 not working. (Howell &amp; Pontifis)all lockers have been assigned. Howell send name of students and assigned lockers</li> <li>4. START with meetings next week with Salgado</li> </ul> </li> <li>• <b>Leavers Update (Salgado)- Should be down to 0. Yvette was able to change codes in Skyward.</b></li> <li>• <b>Classroom Walk Schedule:</b> creating walkthrough schedule</li> <li>• <b>Meet with LPAC lead with THS.</b> - 6 current EL. maybe 9. Ricardo Sanchez. Met with Ricardo Sanchez. He says he will not LPAC new students because they did not have services at the previous school.</li> </ul>
<p><b>Launch</b></p>	



## TCC SE Mansfield Early College High School Administration Meeting Notes

**Sept 8, 2022 at 11:00am**

<ul style="list-style-type: none"> <li>Be on time &amp; honor - our time together</li> </ul>	<ul style="list-style-type: none"> <li>Speak and value truth over comfort</li> </ul>	<ul style="list-style-type: none"> <li>What is said here, stays here</li> </ul>
<ul style="list-style-type: none"> <li>Stay fully present</li> </ul>	<ul style="list-style-type: none"> <li>Be willing to create ideas and execute</li> </ul>	<ul style="list-style-type: none"> <li>Move fearlessly</li> </ul>

Attendees: Bennett, Salgado, Y Ojeda, K. Ojeda

Absent: Howell

Topic	Questions/Notes
Engage: Good Things	
Administrative Office	<ul style="list-style-type: none"> <li><b>Student Conductor Update</b> - all admin office personnel will get trained</li> <li><b>Grade Posting Update</b> - we are at a standstill because the district is building templates and Tina will email</li> <li><b>Daily Clock In/Out Schedule</b> - <b>37.5 Weekly hours. Time: 6:45am - 2:45pm</b></li> <li><b>Attn. Clerk Interviews</b> - Bennett needs to review applicants. Schedule on Monday.</li> <li><b>Kayleigh's Student Update</b> - helping students with advocating and training them to use their voice.</li> <li><b>98s/Leavers-</b></li> </ul>
Counseling	<ul style="list-style-type: none"> <li><b>Parent University Debrief</b> - What did we learn? When should we do 9th and 10th grade? Should we survey parents on information they need?</li> <li><b>PSAT Coordinator Update:</b> <ol style="list-style-type: none"> <li>Accommodations</li> <li>Principal Letter sent to TCC and 11th grade scholars. How do you want data to be collected on whether or not students can attend 11th grade PSAT?</li> <li>Request for ECHS buses - three buses for 11th graders. Arrive by 12:30pm</li> <li>When will Counselor Howell schedule Preadministration for 11th graders via AVID at TCC SE?</li> </ol> </li> <li><b>Early Graduate Update</b> <ol style="list-style-type: none"> <li>Add to senior review session.-these "seniors have been added to the senior review."</li> </ol> </li> <li><b>Senior Progress Monitoring:</b> According to the high school and college transcript audit, which scholars are at risk of graduation? <i>Share findings with Shoop &amp; Senior Mentors Spreadsheet shared with Ms. Shoop.</i></li> <li><b>Senior Review Update</b> - Do parents know of the senior update schedule change?</li> <li><b>Junior Review will be Sept 14th-26.</b></li> <li>Did we finalize the <b>TCC Drop Acknowledgement Form?</b> <b>Yes it's been finalized.</b></li> <li><b>TCC Priority Registration:</b> What is the priority registration date range for Spring 2023? <b>Priority registration for spring 2023 is October 17.</b></li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

	<ul style="list-style-type: none"> <li>• What is our self registration process?</li> <li>• <b>HB4545 Scholars</b> - WHO ARE THE STUDENTS? Do you understand the process and what is being asked? Jennifer Powers is the counseling point of contact. Salgado will help.</li> <li>• <b>October 6 Ideas</b> - How do we create an environment of love? It will be the anniversary of the school shooting. (do on both campuses) -             <ul style="list-style-type: none"> <li>d. Start with Hello- Sept 19-23rd. September 20th is Green Day</li> <li>e. Friday: Self Care Challenge Friday for Faculty-See green note</li> <li>f. <b>Week of Affirmations</b>- every day do something for kids and scholars.</li> </ul> </li> <li>• <b>At Risk - Snapshot Date</b> - who are our at risk scholars? Intentional about knowing our 9th grade data.</li> <li>• <b>3 Week Grade Check Process for 9th-12th grade</b> - use Skyward roster</li> </ul>
<b>Operations</b>	<ul style="list-style-type: none"> <li>• <b>Engagement</b> -             <ul style="list-style-type: none"> <li>m. Bennett has added conversation to parents as an engagement tool. Will create a one pager or video of tips that come in.</li> <li>n. Next Steps: Review parent university survey data that Celeste will send out to review agenda for next Parent University session.</li> <li>o. Need to gather copy of 11/12 grade parent sign in from Celeste</li> </ul> </li> <li>• <b>Capturing Kids Heart Schoolwide Plan Monitoring</b> (Salgado)             <ul style="list-style-type: none"> <li>a. Our Plan that Teachers Voted On: Social Contract &amp; Greeting Scholars at door</li> <li>B. Social Contract needs to be posted in classroom</li> <li>C. Schmidt working on first assignment of SEL - College Prep</li> <li>D. Not all scholars have college prep - how do we push in for them?</li> </ul> </li> <li>• <b>SBDM Update (Bennett)</b> <ul style="list-style-type: none"> <li>6. SBDM - Sept 21 - 3:10pm - 4pm</li> <li>7. Yutanzia Berryhill - Community Rep</li> <li>8. Business Rep (2) - Contact Lea Lester</li> <li>9. Parent Rep -</li> <li>10. <b>Preparation:</b> School Report Card, Celebration, Purpose, Parent Survey &amp; Student Survey Data - PDSA format.</li> </ul> </li> <li>• <b>Handbook Acknowledgment Form to Parents - By the end of the day tomorrow</b></li> </ul>
<b>Instructions</b> Salgado & Bennett	<ul style="list-style-type: none"> <li>• <b>COA Update</b> - What are the next steps for COA? (Bennett/Salgado)             <ol style="list-style-type: none"> <li>1. Organize a meeting with J. Bush, T. Nguyen, C. Nguyen</li> <li>2. Developed the conference spreadsheet, attached to TSI Score Report.</li> <li>3. TSI Dates are on the Calendar- Yes-1st semester only</li> <li>4. TSI Math Bootcamp -hour after school - with food/gift cards/ in the fall/spring</li> <li>5. Senior Survey - do you feel that we can obtain our associate degree attainment?</li> <li>6. Senior Mentor - focus</li> <li>7. Howell's date for 11th &amp; 12th grade conference percentage</li> </ol> </li> <li>• <b>TTESS Goals Update (Salgado)</b></li> <li>• <b>TPESS Goals Update (Bennett)</b> <ul style="list-style-type: none"> <li>h. BOY Conference for Bennett - TPESS on Sept 15th at 9am</li> <li>i. BOY Conference for Salgado - TPESS on Sept 27th</li> </ul> </li> <li>• <b>AVID PLC &amp; Team Support (Salgado)</b> <ul style="list-style-type: none"> <li>5. Attend PLC Meetings for Howell &amp;</li> <li>6. Howell will meet with Nguyen &amp; Shoop about</li> <li>7. Lockers for AVID - 20 not working. (Howell &amp; Pontifis)</li> <li>8. START with meetings next week with Salgado</li> </ul> </li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

	<ul style="list-style-type: none"> <li>• <b>Leavers Update (Salgado)- 1 student-</b></li> <li>• <b>Classroom Walk Schedule:</b> creating walkthrough schedule</li> <li>• <b>PLC - Small Group Instruction - Check for Understanding - What is our PLC common goal? Next date</b></li> <li>• <b>Meet with LPAC lead with THS.</b> - 6 current EL. maybe 9</li> <li>• Textbook for Rules for Writers</li> </ul>
<b>Launch</b>	

**Sept 1, 2022 at 11:00am**

<ul style="list-style-type: none"> <li>• Be on time &amp; honor - our time together</li> </ul>	<ul style="list-style-type: none"> <li>• Speak and value truth over comfort</li> </ul>	<ul style="list-style-type: none"> <li>• What is said here, stays here</li> </ul>
<ul style="list-style-type: none"> <li>• Stay fully present</li> </ul>	<ul style="list-style-type: none"> <li>• Be willing to create ideas and execute</li> </ul>	<ul style="list-style-type: none"> <li>• Move fearlessly</li> </ul>

Attendees:

Absent:

Topic	Questions/Notes
<b>Engage: Good Things</b>	
<b>Administrative Office</b>	<ul style="list-style-type: none"> <li>• <b>Attendance Process Update</b> - attendance is caught up. Funding period is in. Starting today, all teachers will due attendance in Skyward.</li> <li>• <b>Enrollment, POR</b> - updated</li> <li>• Edgar Martinez &amp; John Flores - needs to be withdrawn.</li> <li>• <b>Student Conductor Update</b> - should be here today</li> <li>• <b>Passing out shirts and textbooks</b></li> </ul>
<b>Counseling</b>	<ul style="list-style-type: none"> <li>• <b>Parent University Debrief</b> - What did we learn? When should we do 9th and 10th grade? Should we survey parents on information they need?</li> <li>• <b>PSAT Ordering Update:</b> the PSAT's were ordered 8/30/22</li> <li>• <b>Accommodations for PSAT</b></li> <li>• <b>Early Graduate Prospect:</b></li> </ul>





## TCC SE Mansfield Early College High School Administration Meeting Notes

	<ul style="list-style-type: none"> <li>• <b>Senior Progress Monitoring:</b> According to the high school and college transcript audit, which scholars are at risk of graduation? <i>Share findings with Shoop &amp; Senior Mentors Spreadsheet shared with Ms. Shoop.</i></li> <li>• <b>Senior Review Format</b> - When is the scheduled senior review? What is your agenda when you meet with students? How will you communicate the review sessions with parents so that they can attend? <b>Will make a senior user friendly version to send to parents and scholars. AA and HS. Make a video. Senior Review is Sept 5-13th. Parents will receive a notification tomorrow via skyward that Senior Review is next week. Students will review their HS transcript/TCC to Transcript. They will get a "Senior Review Letter" that parents have to sign that will outline their current credits for HS graduation and obtaining their associates degree. Spring Courses will be discussed as well</b></li> <li>• <b>Junior Review will be Sept 14th-26.</b></li> <li>• Review <b>TCC Drop Acknowledgement Form. What is the TCC drop date deadline? The senior drop form was shared in the google drive. I would like to review the form during today's meeting. What procedure did Nancy provide you for when a student drops a course? "If ECHS students are wanting to drop a course(s) after speaking with instructors and consulting with you, they can do so via MyTCCTrack. The course drop deadline for the fall term is 11/17/22. After this date the student will receive the grade earned."</b></li> <li>• What is the <b>priority registration</b> date range for Spring 2023? What is our self registration process?</li> <li>• October 6 Ideas - How do we create an environment of love? It will be the anniversary of the school shooting. (do on both campuses) - <ul style="list-style-type: none"> <li>• Start with Hello- Sept 19-23rd. September 20th is Green Day</li> <li>• Friday: Self Care Challenge Friday for Faculty-See green note</li> <li>• <b>Week of Affirmations</b>- every day do something for kids and scholars.</li> </ul> </li> </ul>
<b>Operations</b>	<ul style="list-style-type: none"> <li>• <b>Engagement</b> - What are the next steps for the principal's engagement plan? Gather sign in sheets from Meet the Teacher/Parent University. Parent Survey Data - Howell will</li> <li>• <b>PSAT Letter to TCC Liaison &amp; Instructors (Bennett)</b> - Celeste will have to talk to early graduates because they can't test.</li> <li>• <b>Capturing Kids Heart Schoolwide Plan (Salgado)</b> <ol style="list-style-type: none"> <li>1. Social Contract - Posted</li> <li>2. Greeting scholars at door</li> </ol> </li> </ul> <p>Commitment - Email to teachers - CKH -</p> <ul style="list-style-type: none"> <li>• <b>SBDM Update (Bennett)</b> <ol style="list-style-type: none"> <li>11. SBDM - Sept 21 - 3:10pm - 4pm</li> <li>12. Yutanzia Berryhill - Community Rep</li> <li>13. Business Rep (2) - Contact Lea Lester</li> <li>14. Parent Rep - Marcucci, Trish Le, Ellis,</li> </ol> </li> </ul>
<b>Instructions</b> Salgado & Bennett	<ul style="list-style-type: none"> <li>• <b>COA Update</b> - What are the next steps for COA? <b>(Bennett)</b> <ol style="list-style-type: none"> <li>8. Organize a meeting with J. Bush, T. Nguyen, C. Nguyen</li> <li>9. Developed the conference spreadsheet, attached to TSI Score Report.</li> <li>10. TSI Dates are on the Calendar</li> <li>11. TSI Math Bootcamp -hour after school - with food/gift cards/ in the fall/spring</li> <li>12. Senior Survey - do you feel that we can obtain our associate degree attainment.</li> <li>13. Senior Mentor - focus</li> </ol> </li> <li>• <b>TTESS Goals Update (Salgado)</b></li> <li>• <b>TPESS Goals Update (Bennett)</b></li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

	<p>Have Salgado - TPESS on Sept 27th</p> <ul style="list-style-type: none"><li>• <b>AVID PLC &amp; Team Support (Salgado)</b><ol style="list-style-type: none"><li>9. Attend PLC Meetings for Howell &amp;</li><li>10. Howell will meet with Nguyen &amp; Shoop about</li><li>11. Lockers for AVID</li></ol></li><li>• <b>504/SPED/TCC Connection-</b> do parents know that they must request TCC accommodations through SAR? If not, can we create a generic welcome letter that provides brief direction on how to request TCC accommodations. <i><b>I can insert in the Admission steps page for parents for future use and reference, but for now, a general email can be sent to parents of scholars in need. PARENTS MUST ACKNOWLEDGE THAT THEY HAVE FOLLOWED UP WITH TCC STUDENT ACCESSIBILITY RESOURCES.</b></i></li><li>• <b>Classroom Walk Discussion</b><ol style="list-style-type: none"><li>1. T. Nguyen - Observed -</li></ol></li><li>• <b>PLC - Small Group Instruction - Check for Understanding</b></li></ul>
Launch	



## TCC SE Mansfield Early College High School Administration Meeting Notes

**August 25, 2022 at 11:00am**

<ul style="list-style-type: none"> <li>Be on time &amp; honor - our time together</li> </ul>	<ul style="list-style-type: none"> <li>Speak and value truth over comfort</li> </ul>	<ul style="list-style-type: none"> <li>What is said here, stays here</li> </ul>
<ul style="list-style-type: none"> <li>Stay fully present</li> </ul>	<ul style="list-style-type: none"> <li>Be willing to create ideas and execute</li> </ul>	<ul style="list-style-type: none"> <li>Move fearlessly</li> </ul>

Attendees: Erica Bennett, Celeste Howell, Yvette Ojeda, Kayleigh Ojeda

Absent: Schmeka Salgado

Topic	Questions/Notes
<b>Engage: Good Things</b>	
<b>Administrative Office</b>	<ul style="list-style-type: none"> <li>Attendance</li> <li>Are we comfortable with our attendance processes now that we need to operate on paper?</li> <li><b><i>IF teacher wrote a roster, grouped by date order to enter in, if needed. We have a doctor's note folders.</i></b></li> <li>What process should we communicate. When you turn in a roster sign with current date.</li> <li>Thank you affirmation cards.</li> <li>Hospitality - Cart, Ice Cream (bluebell ice cream, toppings and Cards (Celeste)</li> <li>HOW DO <ul style="list-style-type: none"> <li>e to the teachers? When we have questions about attendance, who is our best point of contact?</li> <li>Now that Youssef is out, what duties do we need to divide and conquer?</li> </ul> </li> </ul>
<b>Counseling</b>	<ul style="list-style-type: none"> <li><b>Senior Audit Findings:</b> According to the high school and college transcript audit, which scholars are at risk of graduation? Working on a spreadsheet that shows seniors in trouble.</li> <li>When are the parent meetings? Does Ms. Shoop know who the at risk scholars are?</li> <li>Senior Review - When is the scheduled senior review? What is your agenda when you meet with students? How will you communicate the</li> </ul>



## TCC SE Mansfield Early College High School Administration Meeting Notes

	<p>review sessions with parents so that they can attend? <b>Will make a senior user friendly version to send to parents and scholars. AA and HS. Make a video.</b></p> <ul style="list-style-type: none"><li>• 9th/10th grade Schedules - Have we been able to identify the 9th/10th grade scholars who need adjustments in their TCC schedule? What is the TCC census date?</li><li>• Every quarter, I will ask you what your percentage of student reviews conferences, 9th - 12th grade and will have you submit the percentage.</li><li>• What is our priority registration date range for Spring 2023? Think about the systems to put in place for self registering all 9th-12th grade scholars. How will you use AVID?</li><li>• PSAT Order - What do you need to assist you with the ordering? What is the deadline?</li></ul>
Operations	
Monthly Project Schedule	
Launch	

August 1, 2022 at 2pm



## TCC SE Mansfield Early College High School Administration Meeting Notes

n time & honor - our time together	<ul style="list-style-type: none"> <li>• Speak and value truth over comfort</li> </ul>	<ul style="list-style-type: none"> <li>• What is said here, stays here</li> </ul>
<ul style="list-style-type: none"> <li>• Stay fully present</li> </ul>	<ul style="list-style-type: none"> <li>• Be willing to create ideas and execute</li> </ul>	<ul style="list-style-type: none"> <li>• Move fearlessly</li> </ul>

Attendees: Erica Bennett, Schmeka Salgado, Celeste Howell, Yvette Ojeda

Topic	Questions/Notes
<b>Engage:</b> 1. Good Things	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Review Superintendent Report</b>	<ul style="list-style-type: none"> <li>• Vision 2030 Meeting</li> <li>• Engagement</li> <li>• Discipline</li> </ul>
<b>Counseling</b>	<ul style="list-style-type: none"> <li>• Counselor Support</li> </ul>
<b>Operations</b>	<ul style="list-style-type: none"> <li>• August 5 - Laptop Pick Up &amp; Registration</li> </ul>
<b>Monthly Project Schedule</b>	
<b>Launch</b>	

July 12, 2022 at 2pm

Agreed Norms:



## TCC SE Mansfield Early College High School Administration Meeting Notes

1S:

<ul style="list-style-type: none"> <li>Be on time &amp; honor - our time together</li> </ul>	<ul style="list-style-type: none"> <li>Speak and value truth over comfort</li> </ul>	<ul style="list-style-type: none"> <li>What is said here, stays here</li> </ul>
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Attendees: Erica Bennett, Schmeka Salgado

Topic	Questions/Notes
<b>Engage:</b> 2. Good Things	<ul style="list-style-type: none"> <li>Vacation - Bennett</li> <li>Puppy, Aaliyah is going to college- Salgado</li> </ul>
<b>Review Superintendent Report</b>	<ul style="list-style-type: none"> <li>Vision 2030 Meeting ? - planned activities for teachers and counselors.</li> <li>Safety: Doors &amp; ID. Once a week ID check during advisory. Get language</li> <li>Engagement - re-engage with community, parents, students, teachers/staff engagement plan. (video newsletter/blast, lunch with parents/students, coffee with parents back on campus) Look at what TPESS indicator this falls on.</li> <li>SEL is non negotiable. (CKH)</li> <li>STAAR/EOC - A Forced B - if any campus scores a B or lower on any domain, the grade a district can receive is a B</li> </ul>
<b>Counseling</b>	<ul style="list-style-type: none"> <li>Review counselor questions to select top 10.</li> <li>Send a roster to TCC SE for Fall 2022 9th grade classes</li> <li>Pray for an awesome counselor to start soon!!!! In the Name of Jesus!</li> </ul>
<b>August PD Planning</b>	<p><a href="#">ECHS Fall PD Schedule</a></p> <ol style="list-style-type: none"> <li>Welcome Back Cheer to Staff</li> <li>Have Vision 2030 printed with copies - site visit near - Kahoot - activity of Vision posters in room.</li> <li>Staff Committees: The ultimate student experience, graduation, bootcamp, hospitality/sunshine, AVID site team, PLC's team</li> </ol> <p>Survey teachers on what they need for professional development to play for September</p> <p><b>September 23</b> - AVID Instructional Leader - Fun Activity(half-day)</p>
<b>Monthly Project Schedule</b>	



## TCC SE Mansfield Early College High School Administration Meeting Notes

Attendees: Erica Bennett, Schmeka Salgado

Topic	Questions/Notes
<b>Engage:</b> <b>3. Good Things</b>	<ul style="list-style-type: none"> <li>• Vacation - Bennett</li> <li>• Puppy, Aaliyah is going to college- Salgado</li> </ul>
<b>Review Superintendent Report</b>	<ul style="list-style-type: none"> <li>• Vision 2030 Meeting ? - planned activities for teachers and counselors.</li> <li>• Safety: Doors &amp; ID. Once a week ID check during advisory. Get language</li> <li>• Engagement - re-engage with community, parents, students, teachers/staff engagement plan. (video newsletter/blast, lunch with parents/students, coff parents back on campus) Look at what TPESS indicator this falls on.</li> <li>• SEL is non negotiable. (CKH)</li> <li>• STAAR/EOC - A Forced B - if any campus scores a B or lower on any doma grade a district can receive is a B</li> </ul>
<b>Counseling</b>	<ul style="list-style-type: none"> <li>• Review counselor questions to select top 10.</li> <li>• Send a roster to TCC SE for Fall 2022 9th grade classes</li> <li>• Pray for an awesome counselor to start soon!!!! In the Name of Jesus!</li> </ul>
<b>August PD Planning</b>	<p><a href="#">ECHS Fall PD Schedule</a></p> <ol style="list-style-type: none"> <li>4. Welcome Back Cheer to Staff</li> <li>5. Have Vision 2030 printed with copies - site visit near - Kahoot - activity of V posters in room.</li> <li>6. Staff Committees: The ultimate student experience, graduation, bootcamp, hospitality/sunshine, AVID site team, PLC's team</li> </ol> <p>Survey teachers on what they need for professional development to play for Septe</p> <p><b>September 23</b> - AVID Instructional Leader - Fun Activity(half-day)</p>
<b>Monthly Project Schedule</b>	
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**TCC SE Mansfield Early College High School  
Administration Meeting Notes**