




P-TECH Steering Committee Leadership Meeting Agenda

PROGRAM INFORMATION & DATA (per cohort):

<https://docs.google.com/spreadsheets/d/1MogbqAo2sKiVL1zGM5SXb8hLijcQSI9QZI0akmqt4ac/copy>

P-TECH OUTCOME-BASED MEASURES TRACKER:

 Cyber P-TECH OBM Tracker_Fall 2021

Thank you for your partnership with the San Antonio Independent School District P-TECH programs. We appreciate your dedication to student success and value your time. Please adhere to the following meeting norms to ensure program productivity, student persistence and post-secondary credential completion:

- Treat colleagues with courtesy and respect. It's OK to disagree, respectfully and openly, and without being disagreeable.
- Listen actively to teammates without interrupting others; one conversation at a time
- Ask questions for clarification; honest and constructive discussions are necessary to get the best results.
- Look ahead to positive action

Benchmark 1: School Design

The P-TECH program must offer open enrollment and flexible scheduling structures that enable students to combine high school, postsecondary courses and work-based learning, at no cost to participating students.

Products:

- a. [Mentor/induction program plans](#)
- b. Annual training or professional development plan with P-TECH and IHE faculty
 - SPC Convocations
 - BIS DC Faculty PLC Monthly
 - Topic-specific meeting scheduled as needed
- c. [P-TECH leadership meeting agendas and notes](#)

Benchmark 2: Target Population

The P-TECH program shall serve, or include plans to scale up to serve, students in Grades 9 through 14, and shall target and enroll students who are at risk of dropping out of school as defined by the Public Education Information Management System (PEIMS) and who might not otherwise go to college.

Products:

- a. Written admission policy and enrollment application
- b. Written recruitment plan including a timeline of recruitment and enrollment events, and recruitment materials for distribution at feeder schools and other appropriate locations in the community
- c. Brochures and marketing in Spanish, English, and/or other relevant language(s)
- d. Written communication plan for targeting identified audiences, parents, community members, school board, higher education personnel, etc.

Benchmark 3: Strategic Alliances

Strategic partnerships with business and industry partners and IHEs are formally articulated in writing and clearly define a variety of careers.

Products:

- a. [Meeting agendas and minutes, with action items and decision logs](#)
- b. Final, signed, and executed MOU with industry partner/business (Campuses must submit their final signed MOU to TEA)

- when initially applying for designation or are provisionally designated)
- c. Final, signed, and executed articulation agreement with IHE (Campuses must submit their final signed MOU to TEA when initially applying for designation or are provisionally designated)
 - d. A list of strategic partners with each member's organization, title and role in providing work-based learning for students by grade level

Benchmark 4: Curriculum, Instruction, and Assessment

The P-TECH program shall provide a rigorous course of study that enables a participating student to receive a high school diploma, an associate degree, postsecondary certificate provided by an IHE, or industry certification during Grades 9- 14.

Products:

- a. [Four-year crosswalk document](#)
 - [Excel version of crosswalk](#)
- b. Master Schedule
- c. Curriculum alignment documents
- d. Testing calendar and schedule for TSI, ACT, SAT or other assessments
- e. Documentation detailing a minimum of three course of study examples that outline student pathways from high school, to associate degrees, to work credentials and beyond
 - [11th Grade cohort audits](#)
 - Mrs. Gonzalez coming to Sam Houston on November 30 - December 1, 2021 for in-person Advising.

Benchmark 5: Work-Based Learning

The P-TECH program must offer students a variety of relevant, high-skill work-based learning experiences at every grade level that respond to student interest and regional employer needs and contribute to students earning aligned industry certifications and credentials.

Products:

- a. Documentation of appropriate work-based learning experiences for students at all grade levels
- b. Current dated regional high demand occupation list
- c. Aggregate data describing student participation in work-based learning experiences as well as percentage of students earning industry certification and credentials by type
- d. Samples of student artifacts such as writings, portfolios, presentations, or links to digital content

Benchmark 6: Student Support

P-TECH will provide wrap-around strategies and services involving multiple stakeholders (parents, teachers, counselors, community members, etc.) to strengthen both the academic and technical skills necessary for high school and college readiness, as well as provide academic, technical, and individual support for students to be successful in rigorous academic and work-based learning experiences.

Products:

- a. Bridge program calendar and curricula
- b. Tutoring and other intervention/remediation program schedules
- c. Calendar of family outreach events
- d. Schedule of regularly scheduled counseling/advisory events and records of completion for these support services

Program Needs Assessment & Action Items	Strategies for Success
<ul style="list-style-type: none"> ● Future equipment needs ● Staffing ● Resources ● Events ● Requests for: 	

- | | |
|---|--|
| <ul style="list-style-type: none">○ Central office○ Colleges | |
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ADDITIONAL NOTES AND ACTION ITEMS:

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