

Poteet ECHS Standing Meeting 8/18/22

Topics:

1. First Consortium Meeting will be on Sept. 7, 2022 (F2F) calendar invite will be sent via email, planning for F2F
2. College classes begin on August 22nd - Day one roster verification and Census roster verification – Smart Stop for students and thank you for ensuring that students have books/resources for the first day of school. Please let me know of no-shows as I need to remove them from classes.
3. AlamoBook+ Review from district - will email updates as I receive them - Grace period?
4. First day procedures for students sent an amended version
<https://docs.google.com/presentation/d/1Y24JsS81Tkfpkksja23AvrPbLLQfFRJq/edit?usp=sharing&ouid=101947552299720316494&rtpof=true&sd=true>
5. When would you like to start the P-TECH planning meetings? Perhaps we can rotate every other week on Thursdays during our regular meeting time?
6. Bus drop-off
7. Sent in change of major forms for students. Once updated I will start running the GPS audits, and will run AA students for juniors.
8. Course agreements - still entering them into the Jaggaer system.
9. Recommendation lists for DC and ECHS due Sept. 16th, along with VOE. I sent both out to you, want to make sure you have them.
10. Follow-up with counselor training - Eligibility chart, TSIA upload, **Roster STU 190** review and feedback.

Aracely Reyes Bowling M.Ed.

Sr. Coordinator of Student Success

Assessment and Testing Center

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11. Schedule ECHS campus tour and IDs for the fall.
12. Schedule advising sessions for ECHS and DC students.

HS Counselor Deadlines:	
Dual Credit NSO	September 9/16, 9/23 and 09/30,2022
Recommendation List for continuing DC or ECHS PAC sections In order to request the appropriate number of seats from chairs, this deadline is extremely important. DC part of term 20 week courses are the ONLY courses with approved HS faculty adjunct (you employee) has a later submission date. Once the chairs build the master schedule we cannot guarantee that late requests can be honored.	September 16, 2022
TSI Retest Upload for continuing DC or ECHS PAC sections	September 16, 2022
ApplyTexas (New Students)	September 15 to October 4, 2022
Verification of Eligibility	October 1, 2022
Parent Consent Forms	October 1, 2022
Course Agreements (new or renewal) <i>*Review. All course agreements should have been completed prior</i>	October 1, 2022
Recommendation List for HS sections This is an extended timeline for the sections that are taught by HS adjuncts at the respective HS campus.	October 1, 2022
Submit Transcripts for New Faculty	October 15, 2022
Complete AlamoENROLL Modules	September 15 to October 15, 2022
TSI Test (New, Retests)	September 14 to October 21, 2022
TSI Upload for DC New Students and ECHS HS sections	Due by 10/28/2022

Fall, 2022

Regular 16-week Fall Session

Registration Dates: TBD		
August 15	Monday	Alamo Colleges District Convocation
August 22	Monday	Classes begin
August 27	Saturday	Weekend classes begin
September 5	Monday	Labor Day Holiday – College Closed Weekend classes will meet.
September 7	Wednesday	Census Date
October 28	Friday	Employee Development Day – College Closed Evening classes will meet after 5:00 p.m.
November 11	Friday	Last day to withdraw
November 24-November 27	Thursday-Sunday	Thanksgiving Weekend – College Closed
December 5-10	Monday-Saturday	Final Examinations – See your college catalog for schedule
December 10	Saturday	End of Fall Semester*
December 20-January 2	Tuesday-Monday	Winter Break – College Closed

*Last day for Incomplete "I" grades to be completed is April 10, 2023

In Attendance:

Pam Foster - PAC

LaDonna Fory - Poteet ISD

Criselda Gibson - Poteet ISD

Christina Gillispie - Poteet ISD