

**ECHS Advisory Team Meeting****MINUTES**

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**Meeting Date: Friday, October 22, 2021**

**Place: held virtually on Teams hosted by Dean Villalobos  
Mission del Paso Campus**

**Call to Order: 2:05 p.m. Dean Villalobos**

- I. Welcome- Dean Villalobos welcomed the group and introduced Dr. Padilla as the Early High School liaison.**
- II. Discussion Items**
  - a. Dean Villalobos:**
    - i. Dean Villalobos welcomed San Elizario as the newest early college high school to join the Mission del Paso group. Ms. Marioni introduced her administrator, Ms. Brenda Pallares, the CCMR specialist, Ms. Julietta Rojas, and the counselors, Ms. Nora Almanzar and Ms. Patricia Villarreal.**
    - ii. ECHS Budget Items and Deadlines-Dean Villalobos discussed the early high school college budget items and deadlines with each school.**

**Dean Villalobos notified San Elizario ECHS that the office was still working on getting them their account.**  
**May 1<sup>st</sup> is the deadline for all purchase of items.**  
**New team members can contact Ariana Torres for any questions related to the budget.**  
**Changes of administrators and counselors should please notify Dean Villalobos' office as well as Dean Badillo.**  
**Dean Villalobos will send out a contact list and asks for verification for clarifying any issues that may surge.**

**Dean Badillo asked the team to share their OBMs through e-mail with Dean Villalobos, so that they can address any areas that may need attention. She also offered her support with spring registration.**
  - b. Guest-Norma Ballenger**

**Ms. Ballenger, head librarian at Mission del Paso, informed the group that a second full-time librarian will be hired in Fall of 2022. She then guided the group through a presentation on how to access the EPCC on-line library. Ms. Ballenger conducted a Library Instruction Session in which she provided guidance on topic research. She encouraged team members to schedule a Library Instruction Session with her for their students and provided her e-mail: [nkoube@epcc.edu](mailto:nkoube@epcc.edu)**  
**Dean Villalobos thanked Ms. Ballenger for her presentation and also encouraged team members to e-mail him or Norma to schedule a class presentation.**

**III. ECHS updates:**

**a. Mission del Paso ECHS**

Principal Ortega reported that there were 91 successful completions at MECHS. He shared that the freshman cohort have all submitted an EA form. They have completed their Apply Texas and are working on their TSI. MECHS is providing weekly TSI testing session and over 200 students were tested during the intersession. Principal Ortega also shared that half of their senior cohort is presently attending UTEP. The remainder of the senior cohort is attending EPCC. The high school will host a FAFSA night on November 8<sup>th</sup> for their senior cohort. MECHS has 115 students in the senior cohort and 123 in the freshmen cohort.

According to Principal Ortega, TSI support is provided through an electronic program called Edmentum. He explained that House Bill 4545 requires any student who failed a STAR subject to receive 30 hours of tutoring. Edmentum provides this support. Students at MECHS also have a tutoring center available before school, during lunch, and after school. Students also have access to an instructional coach for both high school and college classes throughout the school week. MECHS will be soon be getting a new EDUC 1300 teacher.

Dean Villalobos added that there have been issues with Apply Texas this semester, but that he and Dr. La Chica are working to resolve those issues.

**b. Fabens ECHS**

Ms. Villareal informed the team that 10<sup>th</sup> grade numbers were unavailable. The junior class numbers are at 63 and the seniors are at 58. In terms of support initiatives, the online instructors have been visiting the high school students. This has been very successful. Fabens ECHS is also providing study tables so that students can meet with faculty during their study hall periods.

Dean Villalobos reminded the group that October 29<sup>th</sup> is the deadline to refer faculty for spring credentialing.

**c. Americas ECHS**

Mr. Sandoval reported that Americas ECHS now has two credentialed teachers for EDUC 1300 and that should allow for plenty of sections during the spring. There were 80 students that graduated last year; 35 that may qualify for the fall cohort. There are 135 freshmen and 111 seniors. Americas ECHS provided a TSI Bridge Camp for the October intersession. This included 3 days of tutoring for ELAR and essay assistance. Students were encouraged to develop purposeful questions to discuss with their counselors. Lastly, Mr. Sandoval introduced Ms. Gardea, the new school counselor.

Dean Villalobos offered his support with any TSI related issues.

**d. San Elizario ECHS**

Ms. Marioni reported that there are 62 students in the San Elizario ECHS freshmen cohort. The high school is also providing tutoring for those students required under House Bill 4545. Students test for TSI on Fridays. Ms. Marioni added that applications are now open for next year and that the school is looking forward to a second cohort to add beginning next year.

Dean Villalobos thanked the Early High School College administrators and faculty for their support over the year.

**IV. Reminders (Dean Villalobos):**

- a. Applications need to be in to Dean Badillo's office by December 17<sup>th</sup>.
- b. Early High School faculty need to check their EPCC e-mail. They may link EPCC e-mail to their ISD e-mail.
- c. Provide dates as soon as possible for fall events if representation from Dean Villalobos or Dean Badillo is needed.
- d. Newly credentialed faculty members must complete a 10-hour training. Faculty will receive an e-mail for this through their EPCC e-mail, not their ISD e-mail. Thus, they must check their EPCC e-mail. Faculty will be added as a "student" in order to complete the training.
- e. Apply Texas has caused much confusion among students and counselors, but school must verify at the beginning of the semester that all ECHS students have completed Apply Texas to help administration in terms of some of the issues.

**V. Other Items:**

Dean Villalobos opened up the forum for questions or comments.

- a. Ms. Julietta Rojas inquired if the 10 hours required for credentialing of new faculty would be effective for spring 2022 or if it is a newly credentialed path for fall 2021. Dean Villalobos explained that those currently credentialed were encouraged to complete the 10 hours. For those who would be credentialed for spring 2022, Dr. Susan Selk would be reaching out to them, so that they can complete that module.
- b. Principal Ortega asked if the College was looking to a similar function to fall with regards to face-to-face v. online. Dean Villalobos explained that when the spring 2022 schedule was created, administration was not sure what was ahead in terms of COVID. Recently, administration has decided that a minimum of 60% of classes for spring will be face-to-face. The rest of the classes will be on-line. Dean Villalobos stated that administration did not know whether students would prefer face-to-face or online. Thus, the College may merge classes and convert some face-to-face classes to on-line. Dean Villalobos expressed that he was hoping to keep that at a minimum, but that he would be sure to reach out to the ECHS, so that they would be able to inform students or counselors.

Principal Ortega introduced Ms. Leslie Goldmann, MECHS new advanced academics coordinator. Dean Villalobos welcomed her.

Dean Villalobos informed the group that he did not know what the spring enrollment will be like, but that the College will ensure that there are no ECHS or Dual Credit students enrolled in merged sections, although some may slip through the cracks. He added that EPCC is still following CDC guidelines in terms of the six-foot distance, so every classroom is slashed in half of its capacity. However, should the CDC follow a 3-foot guideline, all classrooms

would be opened up to full capacity, since the desks already provide a 3-foot distance.

Ms. Norma Ballenger asked if EPCC would be returning to 100% in the spring. Dean Villalobos responded that there has been no discussion of this yet. Ms. Ballenger expressed that in terms of library presentation function, it would be nice to be back a at 3-feet distance. Dean Villalobos agreed. He asked if any one had any added questions. He then indicated that he and Dr. Padilla would meet and send notes out to everyone for review.

VI. Next meeting- Dean Villalobos scheduled the next meeting for December 10<sup>th</sup> at 2:00 PM. Team members agreed.

Meeting adjourned at 2:55 PM.