

**COMMUNICATION DEVELOPMENT MODEL – DATA FINIDNGS**

	<b>BEGINNING</b>	<b>INTERMEDIATE</b>	<b>ADVANCED</b>
<p><b>Face to Face Meetings</b> <i>(At least once a week)</i></p>	<ul style="list-style-type: none"> <li>Room for improvement with scheduling meetings with smaller school districts/charger schools/private schools</li> <li>ECHS would like to have more in person courses taught on their campus</li> </ul>	<ul style="list-style-type: none"> <li>Face to face meetings 2-3 times per year with ECHS for planning</li> <li>Weekly emails answering questions or communicating about students</li> <li>Semesterly planning for advising/registration processes</li> </ul>	<p><b>Not Applicable</b></p>
<p><b>Clarity and Conciseness</b> <i>(This is in the planning, organizing, and communicating before, during, and after meetings.)</i></p>	<p><b>Not Applicable</b></p>	<ul style="list-style-type: none"> <li>Not much student data is requested by or shared with school districts beyond enrollment/grade information</li> </ul>	<ul style="list-style-type: none"> <li>Early performance grades sent semesterly</li> <li>Final grades sent semesterly</li> <li>Case alerts responded to by advisor and counselor is also notified if lack of participation and performance is reported by college instructor in DC course</li> <li>Enrollment reports sent as needed. Monthly and then daily as the first day of class gets closer</li> <li>In person meetings to plan are solution based and inclusive with both higher education and high school representatives present to contribute to the conversation</li> <li>Itineraries used for face-to-face meetings to keep record of topics and to make room for open ended discussions at the end of the meeting</li> <li>Blended advising approach used to help advise students at both high school and college locations</li> <li>Parent nights attended by HED advisors to inform families about dual credit programs</li> <li>One on one advising provided at high school locations each semester to discuss educational goals and course selection</li> </ul>

<p><b>Have a good understanding of the anthropology and sociology of the ECHS team and the Higher Ed Team</b> <i>(Study and understand different personality types)</i></p>	<p><b>Not Applicable</b></p>	<ul style="list-style-type: none"><li>• Texts used for time sensitive information or emergencies</li><li>• Emails used daily, monthly, and for 'just in time' for important deadlines (withdrawal dates, registration, etc.)</li><li>• Phone used as needed for more complicated information</li><li>• In person meetings used for bigger picture discussions and planning</li></ul>	<p><b>Not Applicable</b></p>
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