

**PET FORM**  
**Planning and Evaluation Tracking**  
**(2012-2013 Assessment Period)**

Division of: [Continuing Education](#)

Person Responsible for this Division: [Kim Davis](#)

Department of: [Personal Enrichment](#)

Primary Person Responsible for this Form: [Luke Morrison](#)

Purpose Statement (Updated May 20, 2010): [To celebrate learning that creates happiness and growth.](#)

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**Goal Statement #1:**

Improve Gymnastics Program quality and customer service (AC Strategic Plan through 2015: Strategy 1.1).  
*Strategy 1.1 Adjust instruction and services based on assessment data.*

**Outcome/Objective Statement**

After the creation of a new emergency contact information database of parent/guardian(s) (of gymnastic students), and the subsequent population of that database, Gymnastics Program staff will be able to successfully contact 95% of parent/guardians within 30 minutes of the first contact attempt (AC Strategic Plan through 2015: task 1.1.1.5.3).

*Task 1.1.1.5.3 Add instructional programs and academic support or student support services that are deemed critical to the "success of students"*

• **Results (Provide Numbers and Percentages for Quantitative Data)**

- **Data:** Numbers =  X  out of  Y  and Percentage =  N  %  
X = # of parents/guardians contacted successfully within 30 minutes of first contact attempt  
Y = # of emergency contact attempts made  
N = X/Y = % of successful contacts made
- **2010-2011 (September 1, 2010 – October 10, 2011)**  
**Data Results:** Numbers =  9  out of  9  and Percentage =  100  %
- **2011-2012 (October 11, 2011 – June 26, 2012)**  
**Data Results:** Numbers =  6  out of  6  and Percentage =  100  %
- **2011-2012 (June 27, 2011 – October 29, 2012)**  
**Data Results:** Numbers =  1  out of  1  and Percentage =  100  %

• **Analysis**

The internal procedures, database and informational retrieval system developed has proven successful. The instructor's binders which contain parent contact information have been better maintained and as a result, the parent/guardians have been contacted at 100%.

• **Improvements**

- \* **As of October 29, 2012** the following results have occurred:
  - Updated Release and Hold Harmless Form is being utilized
  - Emergency Contact Log is being utilized

- In-house Parent/Guardian Information Contact Procedure is being utilized
- Centralized colleague database did not prove feasible at this time. As a result, we have opted to create our own in-house emergency contact procedure and database.
- Successful – We are closing out PET results from 2011-2012.

- **Recommendations/Actions for 2012-2013**

- **\*We are closing out PET results from 2011-2012. We will no longer be updating this goal.**

**Goal Statement #2:**

**Explore expansion of services and offerings** (AC Strategic Plan through 2015: Strategy 2.1) of the gym/dance building. Specifically, to explore the need for a larger gymnastics facility including “safety pits” and a larger pre-school gymnastics area. Can existing gym/dance facilities support expansion of the gymnastics and dance programs?

**Persistence from Term to Term and Year to Year** (AC 2011-2012 Planning and Tracking Form Connection to No Excuses Initiatives: Goal 4) With the lack of space and advanced safety training equipment, we are currently not retaining our upper level gymnasts. We do not have the space or the “safety pits” which allow for the mastery of more advanced tumbling and dismount skills. Can existing gym/dance facilities support persistent long term and advanced training for gymnastics and dance students?

**Outcome/Objective Statement #1**

In accordance with the Strategic Plan and the No Excuses Initiative, the Personal Enrichment *Gymnastics* and *Dance* programs will “explore expansion of service and offerings” and the facilitation of student “Persistence from Term to Term and Year to Year”. The result of this process will be the creation of an analysis report exploring options and recommendations to meet goal statement #2.

- **Results (If Applicable, Provide Numbers and Percentages for Quantitative Data)**

- This is a NEW goal. No results or analysis available.

- **Analysis**

- This is a NEW goal. No results or analysis available.

- **Improvements**

- Improvements will be pending the implementation of goal No. 2.

- **Recommendations/Actions for 2012-2013**

- Person Responsible – Charlotte Modersitzki

- Action – Evaluate Parent surveys and consider what further analytical data can augment the analysis report.

- Timeframe – 2013 – Parent Survey in process. Meet by March 8 to map out further steps to be taken in development of analysis report. Report to be completed August 2013.

- Budget – None

**Goal Statement #3:**

**Explore expansion of services and offerings** (AC Strategic Plan through 2015: Strategy 2.1)

**AC Intervention Strategy - Poverty** (AC 2011-2012 Planning and Tracking Form Connection to No Excuses Initiatives: Poverty)

**Outcome/Objective Statement #1**

Upon meeting with and strengthening an alliance with AISD, a student population defined by AISD (within their grant budgetary and scheduling restraints) of economically disadvantaged students at San Jacinto and Whittier Elementary Schools will participate in Kids’ College classes and camps. AISD will evaluate the educational effectiveness and provide feedback through planning meetings with the Personal Enrichment Department. In turn, the Personal Enrichment Department further refines course offerings to meet the educational needs of students.

In accordance with the Strategic Plan and the No Excuses Initiative, the Personal Enrichment *Kids’ College* program will “explore expansion of service and offerings” and facilitation of the educational needs of economically disadvantaged students. The continuance of Amarillo College’s strategic alliance with the Amarillo Independent School District will facilitate this effort in the form of the Texas 21st Century Community Learning Centers grant administered by the Amarillo Independent School District. Under the grant, the Amarillo College Personal Enrichment Program is considered a “vendor” and is to provide educational enrichment camps and classes for San Jacinto and Whittier Elementary Schools as required by AISD.

• **Results (If Applicable, Provide Numbers and Percentages for Quantitative Data)**

Implementation of a multiyear, Texas 21<sup>st</sup> Century Community Learning Centers grant in partnership with the Amarillo Independent School District is in process. The grant provides funding for Kids’ College classes and camps at San Jacinto and Whittier Elementary Schools.

Spring 2012

Enrollments:	234
Contact Hours:	5,904

Summer 2012

Enrollments:	91
Contact Hours:	4,095

Fall 2012

Enrollments:	209
Contact Hours:	5,643

• **Analysis**

Program has been well received. Funds currently allow for two semesters of classes and camps each year. For FY 2013, classes and camps will be held Fall 2012 and Summer 2013.

- **Improvements**

Continued to enhance coordination with AISD to ensure that class and camp offerings fit within existing schedules and meet educational needs of students.

- **Recommendations/Actions for 2012-2013**

Continue course offerings for San Jacinto and Whittier Elementary students as requested by AISD.

Person Responsible – Luke Morrison

Action – December 2012 – Fall 2012 classes completed.

Timeframe – 2013 – Meet AISD by March 8 to discuss Summer 2013 *Kids' College* Camps for San Jacinto and Whittier Elementary.

Budget – Individual classes and camps budgeted to specific supply and instructional needs.