**Documentation of AVATAR Technical Assistance Phone Conversation**

**Participants:** Dr. Janet Cunningham, Citizens for Educational Excellence (P-16 Council) and Jean Keller, UNT, AVATAR

**Date:** 10/11/2013 **Time:** 3:00pm

**Status of documentation**: All documentation is up to date: Discussion of data with team and P-16 Council, Action Plan (team members are continuing to refined and should be finalized soon), and meeting minutes from September and October will be shared so that they can be posted. Excellent work is being completed by the team members with Janet’s leadership and support from ESC Region 2. The AVATAR team will be sharing its work at the RGV LEAD conference in December.

**Topics discussed:** Mathematics is the chosen discipline for vertical alignment. Team members are very strong and will provide exceptional foundations for this alignment work. Janet is pleased with the progress and is making sustainable plans. Janet was thanked for her hard work. Plans are being made to host another Math Symposium in 2014

**Follow-up actions:** Amy will follow up with Janet to get full listing of team members, action plan, and meeting minutes. Amy, will also secure materials to document dissemination efforts at the December conference.