**Documentation of AVATAR Technical Assistance Phone Conversation**

**Participants:** Kathy Harvey, ESC Region 9 and Jean Keller, UNT, AVATAR

**Date:** 02/15/2013 **Time:** 4:00pm

**Status of documentation:** Action plan is evolving and represents a work in progress. Kathy will continue sharing meeting minutes from partners and teams meetings. Kathy will share the agenda for the Math seminar which will be held in late March. The vertical alignment team will meet on March 7, 2013.

**Topics discussed:** Team members are strong and making good progress in mathematics. The English Language Arts team lacks some focus. Jean offered Kathy support to bring in a speaker/consultant to work with them if she thought this might be helpful.

Kathy was thanked for her leadership. Kathy was also thanked for presenting at the Statewide P-16 Council Institute.

Plans are being made for May training session and sustainability plan design.

**Follow-up actions:** Kerry to follow up with Kathy regarding minutes and agenda.