**TEAM:** Standard 7

**PRESENT:**  Joe Walke,r Kelley Williams, Linda Saari, Brian McGinn, Katie Ort, John Segedy, Gail Eaton (Not in attendance, Kim Rooney, Bill Warnken, Alyssa Bailey, Marygrace Bartoldus, Peg Scarcello, Michele Ferencsik)

**MEMBER TAKING MINUTES:**  Linda Saari

**DATE:**  03/26/2014

**START TIME:** 2:30

**END TIME:** 3:30

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| **Item** | **Discussion** | **Conclusion** | **Actions Items/Member Responsible** |
| Review report so far | Reviewed report. All sections have Endicott summary--7 and 8 complete-2&6 mostly complete—started 3  Found a few more evidence requests are needed for impact of school facilities on programs |  | Linda requests to other depts. For facility impact |
| Review evidence | Received evidence from Alt school and more facility information as well as draft long range plan for High school. May also be able to get information on SIG carryover or transition plan if done.. |  |  |
| Indicator 4—draft paragraph | Looked at evidence and will ask for information from Alt school, special Ed. Kelley will draft info for Life Skills program. |  | Kelley draft to Linda  Linda requests to Alt and special Ed. |
| Report | May 21 is the date we need to have our report electronically to all faculty. |  | Linda and Michele will continue to meet |
| Chair of committee vacancy for next year | Need to address. |  | Linda will bring to steering committee. |
| Action | Michele and Linda will continue writing based on evidence. Will need to have draft to committee by April 25 for the April 30 meeting. |  |  |
| Next Meeting | April 9, 2014 2:30 |  |  |