**TEAM: Instruction**

**PRESENT: Natalie Gehrig, Jacob Roth-Ritchie, Lyn Paolino, Laurie Haynes, Phil Swasey, Kym Brestresser, Karla Luhtjarv**

**MEMBER TAKING MINUTES: Natalie Gehrig**

**DATE: 4/9/14**

**START TIME:2:35**

**END TIME:3:35**

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| **Item** | **Discussion** | **Conclusion** | **Actions Items/Member Responsible** |
| **Updates-**  | Everyone is connected to Google Drive to view the draft document. Lyn and Natalie added to 2A during PREP this week. Lyn submitted a purple sheet for 2a2 to receive evidence |  |  |
| **Writing Outline** | The group read over the draft that was written to see if there is everything to add/edit. Indicator 2 is almost finished being outlined and drafted. | Indicator 2 has a skeleton.  | Natalie and Lyn will continue to put in words to finish the draft. |
| **Goals/Agenda items for the next meetings** | We will continue to finish the draft for Jacob and Karla to begin writing.  |  | Laurie and Phil will bring in some evidence for indicator 2 |