**TEAM: Instruction**

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

**MEMBER TAKING MINUTES: Natalie Gehrig**

**DATE: 6/11/14**

**START TIME:2:30**

**END TIME:3:30**

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| **Item** | **Discussion** | **Conclusion** | **Actions Items/Member Responsible** |
| **Updates-** | Jacob is going to continue working on the writing piece.  Laurie and Karla will continue to look at the Endicott survey and begin continue to plug in the data  Lyn and Natalie will work on drafting the writing for indicators 4 and 5  Phil will continue to sort evidence. | Jacob left off at 3a3. He will continue to write.  Laurie and Karla finished adding the highs and lows Endicott data.  Phil finished sorting up to 2c.  Lyn and Natalie finished drafting up to 4a2.  Indicator 5 still needs to be finished draft stage. |  |
| **Goals/Agenda items for the next meetings** | This is the last meeting of the year.  Next fall we will finish writing! | Jacob will continue to write |  |