**Documentation of AVATAR Technical Assistance Phone Conversation**

**Participants:** Joe Martin, ESC Region 6 and Jean Keller, UNT, AVATAR

**Date:** 11/09/2012 **Time:** 4:00pm

**Status of documentation:** All documentation is in excellent condition. Action Plan completed and outlined thoroughly. Team members are very strong and working well together. Their Data PowerPoint and minutes from September 10, October 8, and November 5 are all completed and posted.

**Topics discussed:** English III and IV are being reviewed and aligned with Freshman English. Kay Angrove is working well with Joe Martin in sharing leadership roles. Meeting dates are set for the entire year. The region has made excellent progress and Joe was thanked for his diligent work.

**Follow-up actions:**