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# Meeting Minutes

**Meeting Date:** 10/30/2019 - 2:30pm

**Title:** Parent Intro and Action Steps

**Location:**

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Attendance

**Team Members:**

**Guests:** Allison McLaughlin, Pedro Morey

**Minutes:** Celebrate recent successes

Review and respond to coaching comments

Approval of last meeting's minutes

Old Business

Indicators to Assess-Create-Monitor

***Indicators Assessed***

***Objectives Planned For***

***Monitor (updates made)***

Action Steps for each indicator

Assign lead partners for each one

Divide and conquer action steps

Report back to whole team

Additional Agenda Items

**Action Taken:**

Next Meeting

Date:

Time:

Title:

Location:

Adjourn

4:30pm

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