**Highland Park High School Course Team Log**

*The purpose of this document is to help organize the course team’s work and to capture the important aspects of this work for secondary members to read and understand.*

*All course team facilitators should complete this log and post it to the wiki after each of their team meetings.*

Meeting No. \_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_2/19/13\_\_\_\_\_ Facilitator: \_\_Adam Washburn\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team members present:

Adam Washburn  
Tom Gibbons

Megin Khoshaba

BRIEF summary of discussion, activities, and work conducted (bullet points will suffice):

* Talked about getting the other Algebra 2 Trig teachers on board with the conceptual checkpoint quizzes. During the next self-collaboration, A2T should meet to go over the conceptual checkpoints and amend questions as needed (working, concepts, givens, etc.).
* Instead of having a checkpoint quiz this week, Algebra 2 is going to have a Chapter 6 review quiz (as a review for their test)
* Tomorrow morning: try logging onto mastery manager and making a practice checkpoint quiz

2 minute feedback loop: commit to sharing verbal feedback about the meeting. Capture these thoughts here:

* Good meeting, it will be helpful to see how mastery manager can make the data collection more organized and more meaningful

Next meeting:  
Date: \_\_\_TBD\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
Location:\_\_\_\_\_A206