**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. \_\_\_\_\_3\_\_\_\_\_\_

Date:\_\_\_9/12/12\_\_\_\_\_ Facilitator: \_\_Adam Washburn\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team members present:

Adam Washburn  
Tom Gibbons

Megin Khoshaba

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

* Tom discussed the possibility of introducing a “goal” activity, where students make a list of goals every so often (i.e. every chapter, every quarter) and reflect on their goals at the end of that period (chapter or quarter)
* Talked about data from the first checkpoint quizzes
* Discussed open-ended questions on the checkpoint quizzes
* Megin discussed her implementation of checkpoint quizzes in A2T and how it’s going to look very different from Algebra 2. Possibly holding off on checkpoint quizzes until new material is introduced in Chapter 4.
* Tallying missed problems and noting common mistakes wasn’t very helpful. When we compared the data to other team members’ data, it didn’t give us any new information.

For our next meeting we need to do the following:

* Keep giving checkpoint quizzes
* Develop a possible goal worksheet

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

* We got a lot done today, looking forward to the next meeting

Next meeting:  
Date: \_\_\_9/26/12\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
Location:\_\_\_\_\_A206