**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

Lauren Nahigian

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

* Tried creating mastery manager versions of checkpoint quizzes, but it doesn’t seem like it’s going to be helpful for the purposes of our checkpoints. One of the things we’ve been doing is keeping the numbering consistent so that each number represents a standard/target, but from playing around with mastery manager, it doesn’t seem like that’s possible. It seems like it will be more work than necessary.
* Algebra 2 Trig teachers talked about splitting up the conceptual checkpoints since Lauren is teaching Ch 9 first and Megin is teaching Ch 8 first.

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

* Talk to other teachers about how mastery manager might be used for checkpoints (particularly geometry, since they’ve been using it)

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