**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:\_\_\_2/6/13\_\_\_\_\_ Facilitator: \_\_Adam Washburn\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team members present:

Adam Washburn  
Tom Gibbons

Megin Khoshaba

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

* Discussed changing the student data collection spreadsheet. The students don’t seem to be getting anything out of it. Should we pre-print the problem types on the spreadsheet?
* Discussed using Mastery Manager for next year’s checkpoint quizzes
* Talked about Chapter 6 targets

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

* Look into Mastery Manager (setting up free-response problems, grading process, etc.)

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