**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:\_\_\_3/5/13\_\_\_\_\_ 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):

* Discussed methods of having students retain the material even when they’re not seeing the material come up on the checkpoints. Last year, the checkpoint quizzes were longer and students were seeing the same problems over and over again. This year, since we’re at 10 problems per checkpoint quiz, they’re struggling more, probably because they’re not seeing the problems as often
* Self-remediation: Since there was a 4 day weekend, we’re going to let them use last week’s formative assessment to encourage them to see the value in using their work to study for future assessments
* A2T teachers discussed potentially changing Quarter 1 material for next year: Chapters 1-4 are almost entirely review of Algebra 1 material and it detracts from the time that’s needed for trig at the end of the year

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

* Productive meeting, next time we’ll discuss the next unit in Algebra 2 and the TVM mini-unit in Algebra 2 Trig

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