**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. \_\_\_\_\_8\_\_\_\_\_\_

Date:\_\_\_4/11/12\_\_\_\_\_ Facilitator: \_\_Adam Washburn\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team members present:

Amy Cornelius Adam Washburn  
Tom Gibbons Megin Khoshaba

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

* Updated list of topics covered on checkpoint quizzes
* Updated student spreadsheet reflecting new topics
* Updated checkpoint quizzes eliminating mastered topics

For our next meeting we need to do the following:

* Talk about the final exam
* Collect data from different courses and compare data

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

* Things are going well

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