**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. \_1\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_9/7/2011\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Facilitator:\_\_\_Paul Swanson\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team members present: Joe Bucolo, Mark Larson, Paul Swanson

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

Discussed ways in which we will discuss and plan norms and assessments.

For our next meeting we need to do the following: Review the survey and establish goals.

2 minute feedback loop: commit to sharing verbal feedback about the meeting. Capture these thoughts here: Discussed our history of shared curriculum and instruction.

Next meeting:

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location:\_\_\_A-327\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_