**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. **4**

Date: **11/30/11**  Facilitator: **Wolfe**

Team members present: **Perlman, Elman, Case, Wolfe**

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

* **Completion of PARC survey**
* **Discussion of the upcoming transition into *Murambi* unit.**
* **Discussion of the role/value of common assessments**
* **Discussion of instructional approaches to use in teaching our 2nd common assessment, the *LOTF* analytic essay.**
* **Discussion of our next common assessment. Interest in it being a grammar assessment, potentially diagnostic in nature.**

For our next meeting we need to do the following:

**Prior to our next meeting we will get the whole Soph Team together to guide our planning of *Murambi.***

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

Discussion of how to make our work co-assessing meaningful and beneficial.

Next meeting:

Date: **1/11/12**

Location: **Writing Lab**