**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:\_\_\_2/2/12\_\_\_\_\_\_\_\_\_\_\_\_ Facilitator:\_\_\_\_Wolfe\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team members present:

Wolfe; Perlman; Elman; Case; Hothem

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

Revision/creation of common assessment procedures and materials on the Murambi/Situation Theory analytic paragraphs.

For our next meeting we need to do the following:

Revise the assignment, create a scoring rubric, create a lesson on Aloys that serves as practice for the writing assignment, create a graphic organizer for pre-writing.

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

Next meeting:

Date: 2/8/12

Location: Writing Lab