**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:\_\_\_\_\_9/7/11\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Facilitator:\_\_\_\_Mari Brown\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team members present:

Mari Brown and Stephanie Solis

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

* Reviewed team structures
* Created norms
* Reviewed self assessment
* Set goals for 1st semester

For our next meeting we need to do the following:

* Finish setting goals and begin the work needed to meet our goals.

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

* We feel that the work in front of us will be meaningful and manageable.

Next meeting:

Date:\_\_\_9/21\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_