**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:\_\_\_\_\_\_\_David Shirley\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team members present:

Barb Obinger, Heather Hernandez, Roxanne Jamroz, Dave Shirley

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

Discussed how we would work in terms of how the formative assessments would be chosen and analyzed.

Talked about how the team would be organized and the expectations for meetings and what work will be done this year.

For our next meeting we need to do the following:

Think about the possible Formative Assessments we are going to use. This will be used at a later meeting, but we wanted to start thinking about these things.

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

We will work together as a main team but then we will analyze our assessments as each level.

Next meeting:

Date:\_\_\_\_\_\_\_\_\_\_\_9/21/11\_\_\_\_\_\_\_\_\_\_\_\_

Location:\_\_\_\_\_\_\_G 205\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_