**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**. \_\_\_\_\_\_\_\_2\_\_\_

Date: September 21, 2011 **Facilitato**r Amy Burnetti

**Team members present:**

Carrie, Stacy, John, Dave & Amy

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

-Discussed changes to the consumer education classes that we offer and the overall effects to the whole department.

-Distributed copies of “15 Fixes to Grades” for John, Stacy and Carrie to review

-Discussed team norms of open honest communication, sensitivity to changes to all classes, goal of accomplishing course team requirements.

-Discussed many variables in the building effecting our classes

-Presentation of State Requirements for Consumer Education classes

**For our next meeting we need to do the following:**

1. Team Lead will send copy of the 15 chapters listed as the topics for consumer by the state

2. All members will email one of the consumer ed topics to begin our focus of universal consumer ed targets.

3. Each member will bring 2 to 3 targets for this topic to the 10-12-11 meeting and an end goal of this meeting will be completed targets for said unit and one common assessment.

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

-Despite many changes in the building, we can still accomplish the task of Consumer Ed Targets that we can all share.

**Next meeting:**

Date October 12, 2011 Location: Fine Arts Office