**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:\_\_April 24th and 25th\_ Facilitator:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Barb Harvey\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team members present: Barb Harvey, Olivier Loubieres, Caroline Schneider

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

* we agreed on a common formative assessment for French III Regular, III Honors, IV, IV Honors, V and AP. We chose to assess them on the usage of passe compose vs imparfait.
* We found the text (a video) on which the assessment is based.
* We identified important vocabulary that we are going to give them.
* We identified the vocabulary they should be familiar with on their own.
* We came up with a worksheet with directions and created a guide
* We discussed that in each class a review of the concept will take place, and how we are going to present it.

For our next meeting we need to do the following:

* We still need to set a date. But Monday May 7th seems to be the right one!
* We have to finish the rubric.

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

Next meeting:

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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