**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:\_\_\_11/2/2011\_\_\_\_\_\_\_\_\_\_ Facilitator:\_\_\_\_\_Barb Harvey\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team members present: Barb Harvey, Caroline Schneider

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

The department met as a whole to highlight and begin discussion of principles of good assessment as described by Rick Wormeli in the 3rd chapter of his book, “Fair Isn’t Always Equal”. Barb noted Wormeli’s descriptions that most resonated with her.

Course teams had about 15 minutes to meet to discuss more deeply the principles of good assessment related to their work thus far.

French team did not get a chance to meet.

For our next meeting we need to do the following:

Write our goals for the year.

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

We discussed at our last meeting the creation of targets related to writing skills, how to share with students, and how we might develop a common writing assessment for students across multiple levels: beginning, intermediate, advanced. We need to continue this conversation.

Next meeting:

Date:\_\_11/30/11\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location:\_\_\_\_A306\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_