**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: Summer Workshop Day 1

Date: June 16 Facilitator: Brad Swanson, Casey Wright, Tom Koulentes

Team members present:

Scott Liebfried, Debby Dicker, Jen Ochsner, Tim Conway, Amy Burnetti, Alicia Landes, Stacy Chambers, Dave Burke, Liane Fitzgerald, Gwen Krull, Jesse Villanueva, Kevin Higgins, Dixie Conor, Kathy Tenus, Chris Kean, Eden Mallon, Lindsey Choy, Debbie Castellani, Loren Stillwell, Nate Sweeney, Mari Brown, Jennifer Firer, Faisal Mohyuddin, Warren Wolfe, Miriam Pike, Chuck Wathen, Ken Williams, Sue Hebson, Beth Ahlgrim, Judi Luepke, Liz Robertson, Bridget Fahrner, Jose Acosta, Kristen Wallrab, Nairy Hagopian, Dave Shirley, Shannon Bain, Kate Silber, Chris Schriner, Roxanne Jamroz, Aaron Fay

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

* Brad used a powerpoint to explain how our school improvement work with course teams will serve to create a process of moving our school toward equity and excellence.
  + Specifically, he discussed the role of course targets, quality assessments, common assessments, guaranteed & viable curriculum and interventions to help boost student achievement.
  + We discussed shifts in practice that are necessary:
    - Shift from your students/my students to our students
    - Shift from private assessment to common assessments
    - Shift from assessing many things infrequently to assessing few things frequently
    - Shift from focus on teaching to a focus on student learning
    - From private practice to open sharing of practice.
* We completed a course team self-assessment exercise to determine where our course teams are in their evolution and to plan for next steps in its development.
  + After assessing our course team status we shared that:
    - Phase 1 & 2 felt familiar but 3, 4, 5 not so much
    - SpEd teachers thinking about how to define general targets when student needs are so individualized
    - Psych has gotten through phase 1 work but this shows us our next steps.
    - Time is a struggle for math—collecting data, writing targets, creating assessments, we get frustrated about the lack of time we have for this work.
    - Messy process—in Fine/Applied arts, so many disciplines with so much diversity it is tough to find meaning of “common.”
    - English thought the wording of the prompts hinted at defined processes and protocols; how would processes, protocols and methods help us in our work.
    - Science discussed how to ensure common experience across each classroom & across levels of our curriculum.

For our next meeting we need to do the following:

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

Next meeting:

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

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