**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:\_\_\_11/13/13\_\_\_\_\_ Facilitator:\_\_\_\_\_Nelson\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team members present:

Kerry, Lars, Chris, Brian, Sue, Kunal

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

Administering 2nd Quarter CFA – Google Doc vs paper form

Budget – discussion of items needed vs wanted

Do our textbooks work with Chrome books (digital version)

TI InSpire equation computing vs algebra practice

For our next meeting we need to do the following:

Review CFA data

Discuss interventions

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

Chris will follow up with calculator pricing, student grades are not good enough to worry about cheating via TI, simple purchases will be handled and receipts brought in, we need to check in to online textbooks, do we need to keep purchasing CPO textbooks if we aren’t getting any more equipment?

Next meeting:

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

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