**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:\_\_\_\_\_\_12Oct11\_\_\_\_\_\_\_\_\_\_\_\_\_ Facilitator:\_\_\_\_A. Fay\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Team members present:

* J. Gorleski
* H. Hill

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

* + Completed APES targets
  + Compiled all target into common document
  + Discussed and Identified common assessments for future work
  + Completed Anatomy targets
  + Developed Anatomy target document

For our next meeting we need to do the following:

Examine activities/laboratories/lectures/assessments for correlations to specified targets.

Develop common evaluation framework for common assessments (APES)

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

* Useful
* Productive
* Goal-Oriented
* Appropriate time to complete projects
* Closure – Completed a task (Phase 1)

Next meeting: Identify Common Assessments

Date:\_\_\_19Oct11\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location:\_\_\_G115\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_