**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. \_\_\_\_\_1\_\_\_\_\_\_

Date: 9-21-11\_\_\_\_\_\_\_\_\_\_ Facilitator:\_\_\_\_\_\_\_\_\_\_Kathy Tenus \_\_\_\_\_\_\_\_\_\_\_

Team members present: Katrina Tolemy, Mike Harrison, Gus Pappadimas, and Kathy Tenus

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

-As a team we identified areas within the Essentials programs that we will write course targets for.

-Areas included: English/Reading, Math, Science, History, and Social/Emotional.

-We assigned course target areas to team members.

-We began drafting course targets for reading, math, and social/emotional areas.

For our next meeting we need to do the following:

-Finalize course targets for English and Math.

-Begin writing course targets for History and Science.

2 minute feedback loop: commit to sharing verbal feedback about the meeting. Capture these thoughts here: Team members found working on course targets to be practical and necessary to document our current curriculum. Feedback, overall, was positive about the meeting.

Next meeting:

Date:\_\_\_\_\_Oct. 19 (Dept . Collaboration) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location:\_\_\_\_\_\_A123\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_