**Team Responsibilities**

* Team Member Introductions
* Appoint a facilitator and a recorder (one from the SPCC and one from Anson High School)

Facilitator \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Recorder \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Curriculum Review

* Public School Teacher(s) give(s) overview of course
* Instructor(s) give(s) overview of course
* Team completes Part I of Course Competency Chart while discussing competencies to see if they are comparable
* Discussion should continue and competencies compared until the entire course has been covered
* Ensure that all team members contribute to discussion
* Team completes Course Competency Chart, Part II Comments and Recommendations
* Ensure that all team members have signed the form
* Facilitator reviews and edits the entire Course Competency Chart ensuring the legibility of the document, that Signatures are obtained, and a clear recommendation from the team is stated.
* If more than one course is reviewed, begin process again
* Wait for team leaders to report to check out
* Facilitator and Recorder report to check out with the following materials:
* Part I and II of Course Competency Chart for each course reviewed
* Criteria and Conditions form from all team members