

# Effective Documentation of Teachers

*An online interactive training for HR Administrators, Principals, Assistant Principals, and Teacher Appraisers*

**Produced by ED311 & TASB HR Services**



**Presented by Jennifer Barton, Karen Dooley, Zachary Hobbs,  
and Cheryl Hoover**

June 2021 Training Window

## **TRAINING SCHEDULE**

- **June 7 – June 21**
  - Complete Modules 101 & 201 at your convenience during this two week window
    - Module 101: The Legal Framework
    - Module 201: Principles of Documentation
  - (Modules total 45 minutes)
  
- **Monday, June 21 at 10am**
  - Join TASB experts for a live interactive training, review, and Q & A over Modules 101 & 201
  - Participants will be guided through activities to apply newly acquired knowledge
  - (Allow a 2-hour window for live webinar)
  
- **June 21 – June 28**
  - Watch Modules 301 & 401 at your convenience during this one week window
    - Module 301: The Marginally Effective Teacher
    - Module 401: Writing and Monitoring intervention Plans
  - (Modules total 50 minutes)
  
- **Monday, June 28 at 10 am**
  - Join TASB experts for a live interactive training, review, and Q & A over Modules 301 & 401
  - Participants will be guided through activities to apply newly acquired knowledge
  - (Allow a 2-hour window for live webinar)
  
- **July 5**
  - Complete any content or assignments as necessary by this deadline
  - Download certificate of attendance