

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,
Shannon Burns, and Cheryl Hoover

Winter 2026 Training Window

TRAINING SCHEDULE

- **December 8, 2025 – January 16, 2026**
 - Watch Modules 101 & 201 at your convenience
 - You must complete these to join the live webinar
- **Tuesday, January 13, 2026 at 10 am**
 - Join TASB experts for a live interactive training and Q&A over Modules 101 & 201
 - (Allow a 2-hour window for live webinar)
- **January 13 - February 3, 2026**
 - Watch Modules 301 & 401 at your convenience during this 3-week window
 - You must complete these to join the live webinar
- **Tuesday, February 3, 2026 at 10 am**
 - Join TASB experts for a live interactive training and Q&A over Modules 301 & 401
 - (Allow a 2-hour window for live webinar)
- **March 3, 2026**
 - Complete any content and assignments you missed, fill out the evaluation form, and download the certificate of attendance