

# 2016-17 TLC Professional Learning Series FAQ

Navigate and reference this document often to answer Frequently Asked Questions. Teacher Leadership and Collaboration (TLC) will continue to update and edit this document as necessary, so check back for new information!

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## Is Professional Learning required\*?

<b>Role</b>	Early Literacy Specialists	Regional Team Specialists	<b>New to Role</b> Senior Team Leads & Team Leads	New Teacher Ambassadors	All other teacher leader roles and <b>Returning</b> Senior Team Leads & Team Leads
<b>Required?</b>	YES!	YES!	Highly Recommended!	Highly Recommended!	Optional
<b>Details</b>	monthly sessions	monthly sessions	LEAP training and certification is required for <b>all new to role Senior Team Leads</b> (stipends will be held if this is not complete)	tools, timelines, and resources shared during monthly sessions	all teacher leaders are responsible for accessing supports and sessions related to your professional growth as leaders

\*More specific information for each role, as well as how to register for 2016-17 sessions, can be found [in this document](#)

## Is Professional Learning paid?

- Professional learning during the school year--both required and optional sessions-- is compensated through the stipend you receive for your role



- Required professional learning that takes place during the summer, as well as the biannual Teacher Leadership Symposiums are paid at the hourly rate because they fall outside of a teacher's contract year.

### How do I know which session is right for me in my role?

We recommend that you follow this simple process to determine your areas of strength and opportunities as a teacher leader:

1. Complete a self-assessment of your leadership skills, reflecting on personal strengths and noting areas for growth
2. Discuss your reflection with your school leader and/or members of your ILT to determine the highest leverage areas for professional learning.
3. Browse the year-long sequence and other available options in DPS to plan your professional learning.
  - a. It is recommended that all roles without specifically required sessions plan to attend 4 sessions throughout the year to continue building and refining their leadership skills in support of student needs.
  - b. This might include attending monthly PL sessions, participating in one of the paid Saturday teacher leader symposiums, or accessing other DPS professional learning related to content, RELAY feedback, or DPS culture and equity
4. Register for the appropriate sessions in SchoolNet ([here](#) is more information about sessions and registration)
5. Attend and grow!

### How will my participation be documented?

- To receive professional learning hours, it is important that you always register for the session you will attend in Schoolnet (see how to do that [here](#)).
- Once registered in Schoolnet, roles without a set learning trajectory (or those taking additional mini-courses) will receive a link to register for specific sessions in an app called SCHED (directions and links can be found on the [TLC Training and Development page](#) listed under the monthly sessions).
- Once you create an account in SCHED, SCHED will store all of your professional learning registrations for the year, allowing you to print, save, or otherwise document all of the learning with which you engaged.
- After attending sessions and signing in, your PD hours will be uploaded to SchoolNet so that you continue to receive professional learning hours for your time

### Can non-teacher leader roles or prospective teacher leaders attend?

- Absolutely! All teachers and leaders in the district are welcome to attend any sessions, available on a first-come, first-served basis.
- Please note that the sessions are noted with intended audience; please select your sessions carefully if not currently in a teacher leader role to ensure that the content is right for your needs.
- Note: for those not currently serving in a teacher leader role, there is no pay for monthly sessions; attendance is optional and unpaid

### What are office hours? Why are they only available during the day?

- Office hours are a way to provide time for Senior Team Leads and Team Leads to receive one-on-one support in their roles. Various TLC, ILT, and central support staff members (Peer Observers, New Teacher Support Partners, and others) will be on hand to answer questions, support teacher leaders in moving their work forward, or provide access and feedback to resources and tools.
- Since there is no longer one-on-one support in the field, this solution is meant to address challenges that require more individualized support than can be offered in classes or scheduled group learning

### Are the content sessions focused on leadership?



- Yes! All content sessions offered this year during the TLC Professional Learning series are connected to instructional leadership and will focus on strategies to support teachers in specific content areas.
- Teacher leaders already attend most of the curriculum PD for the subject areas they support, so we want to make sure that we're partnering to provide access to support for what content looks like from your leadership perspective, since you already have the direct instruction covered.

### How is it decided which content area will be provided when?

- TLC partners with Content Coordinators across Curriculum and Instruction to offer teacher leaders access to content leadership support. The Content Coordinators work with the Professional Learning Center to determine what content will be offered which month, then Coordinators and other partners develop sessions.
- If you have feedback about content leadership sessions you'd like to see, or want to share more about what you need from various content departments, please email [professional\\_learning@dpsk12.org](mailto:professional_learning@dpsk12.org).

### What's the difference between the TLC Professional Learning series and the TLC Leadership Symposium?

- The **Professional Learning series** is designed to provide just-in-time leadership development for school-based teacher leader roles. Topics are aligned to a monthly outcomes map for Instructional Leadership Teams; this is to ensure that support is timely, relevant, and directed connected to the responsibilities of your role. (Professional learning for Deans of Instruction, new APs, and new Principals is also connected to the same monthly map to help ensure alignment.)
- The two **TLC Leadership Symposiums** (Sept. 24, 2016 and Jan. 28, 2017) are designed to augment the Professional Learning series by providing a full-day of in-depth learning for teachers and teacher leaders. Sessions offered during the symposium are longer, providing the chance to dive deep into a topic, issue, or school-specific context. Symposiums are a way for teacher leaders to learn across roles and by bridging context. These day-long events are designed to provide you with strong foundations in leadership that you can reference throughout the year and infuse into your learning and responsibilities.

### How do I share feedback about professional learning?

- TLC values and seeks feedback from teacher leaders to ensure we are providing the absolute best support for your needs and interests. With that in mind, there are a number of ways to provide feedback:
- For your **facilitator**, we encourage you to give direct, in the moment feedback. You can chat with the facilitator after the session, leave a note, or draft an email.
- For your **session or day as a whole**, we encourage you to complete the professional learning survey that will be sent to you following your participation.
- For any and all other feedback, please directly email TLC at [teacherleader@dpsk12.org](mailto:teacherleader@dpsk12.org).

### What other supports and professional learning resources are available?

- We encourage you to explore [the CELT website](#), and register for one of their many high quality training through the year.
- Do not hesitate to contact the district's Professional Learning Center, which coordinates professional learning across the district, with any questions you may have at [professional\\_learning@dpsk12.org](mailto:professional_learning@dpsk12.org).

### How can I access materials before or after a session?

- Check the [TLC Training and Development page](#) on the Commons for the most up to date professional learning opportunities and resources.

### How can my principal or ILT see what sessions are offered and what I'm learning?



- All information will be posted on the TLC Training and Development pages.
- We suggest that you review session offerings with your principal and/or ILT and determine high-leverage areas for individual and team development.

**I attended training this summer; are these sessions just repeats?**

- No, each month new training is designed and delivered to support you and your role as appropriate for where you are in the year and in your own development.
- If a session is repeated, it will be due to high demand and interest, or due to requirements (such as LEAP certification training, which is required for all Senior Team Leads)
- Some offerings build off of material that was presented over the summer or earlier in the year; where this is the case, the session description will specifically say whether the content is appropriate for people who have attended sessions before or those new to the topics.

