

TLC Toolkit Resources

Use these resources to support starting and sustaining a Teacher Leader Corps at your school.



Recruiting

- **Who to Recruit Worksheet**
 - School leaders can use this resource to brainstorm potential TLC members based on strengths and school needs. ([PDF](#) | [Google Doc template](#))
- **TLC Recruitment Flyers**
 - Use these as a starting point to create and print a poster for recruitment. ([PDF](#) | [Canva template](#))
- **Sample TLC Recruitment Email**
 - Use the language in this sample as a starting point to craft an email to recruit staff members to the TLC. ([PDF](#) | [Google Doc template](#))

Onboarding

- **TLC Kickoff Meeting Slide Deck**
 - This slide deck can be modified and used during your first TLC meeting. It includes goal setting, shared commitments, and more. ([PDF](#) | [Google Slides template](#))
- **Example Action Plan Template**
 - This template supports the TLC in setting goals for the year. A completed example is provided within the template. ([PDF](#) | [Google Doc template](#))
- **TLC Roles and Responsibilities Sign-Up Template**
 - Modify this template to create opportunities for TLC members to sign up for responsibilities throughout the year. ([PDF](#) | [Canva template](#))

Leading

- **TLC Meeting Scope and Sequence Guide**
 - This reference document gives ideas for meeting topics and structures throughout the year. ([PDF](#))
- **VIL HQ Professional Development**
 - This website offers professional development on multiple topics related to powerful learning with technology. ([Website](#))
- **5 Tips for Coaching Teacher Leaders**
 - This printable resource provides five tips for working with teacher leaders. ([PDF](#))
- **TLC Progress Report Template**
 - Use this template to showcase the impact of the TLC throughout the year. ([PDF](#) | [Google Slides template](#))

Empowering

- **Pineapple Chart How-To Guide**
 - This printable resource guides leaders through setting up a pineapple chart at their school. ([PDF](#))
- **Staff Newsletter Template**
 - This template provides a starting point for creating a tech tips staff newsletter. ([PDF](#) | [Canva template](#))
- **Community Newsletter Template**
 - This template provides a starting point for keeping families informed about the great ways technology is being used at your school. ([PDF](#) | [Canva template](#))
- **Teacher-Led PD Examples**
 - This printable resource gives suggestions for the types of PD TLC members might support. ([PDF](#))