

TEACHER LEARNING AND LEADERSHIP PROGRAM

Teacher Participant Final Report Form

Deadline for submitting the report is **June 28, 2019**

Please complete one Teacher Participant Final Report Form per project. Please save a copy of on your computer/tablet before you begin working on it. Once the Final Report form is completed:

- ☐ Send an e-copy (in its original WORD file format, without signatures) to the Ministry of Education (TLLP-PALPE@ontario.ca) as an attachment to an email
- ☐ Send a signed copy of the Final Report Form to the Director of Education of the school board or Supervisory Officer of the school authority.

Section 1: Participant/Group Leader Information

Last Name:	First Name:
Work Email Address:	Alternative Email Address:
Name of Current School Board (Full Name, No Acronyms):	
Students Involved in the TLLP Project: Elementary Students: <input type="checkbox"/> Secondary Students: <input type="checkbox"/> Elementary and Secondary Students: <input type="checkbox"/>	

Section 2: Project Information

I. Project Title:
II. Project Synopsis (provide two sentences, that will be used for publication, focusing on what will stimulate interest in your project). In addition to the two sentences, provide any web address(es) (i.e. blogs, pages on TeachOntario or the Mentoring Moments Ning) developed as part of your TLLP project, if applicable.
III. Project Theme (pick up to three themes – one from each of the drop down lists below): Blank Blank Blank
IV. Search Key Words (include up to 5 key words that describe your project, e.g. reading, assessment, primary division, data collection, etc):

Section 3: Participant Report

PROJECT LEARNING

I. Have your learning goals changed from those identified in your project application form (Sections 3 & 4)? If they have changed, briefly outline the revised goals and a rationale for pursuing them.

II. Did you achieve the learning goal(s) identified for the project?

- ☐ Fully
- ☐ Mostly
- ☐ Partially
- ☐ Not at all

Please explain:

III. What new professional learning did you acquire as a result of this project?

IV. How did you collect evidence of this learning?

- | | |
|--|---|
| <input type="checkbox"/> Feedback | <input type="checkbox"/> Student achievement data |
| <input type="checkbox"/> Interviews | <input type="checkbox"/> Surveys |
| <input type="checkbox"/> Portfolios | <input type="checkbox"/> Wikis |
| <input type="checkbox"/> Reflective journals | <input type="checkbox"/> Other: |

PROFESSIONAL LEARNING

I. (a) What learning activities did you undertake as part of the project?

- ☐ Attending conferences
- ☐ Attending courses
- ☐ Collaborative inquiry
- ☐ Community of practice
- ☐ Lesson study
- ☐ Literature Reviews/Research
- ☐ Observation with colleagues
- ☐ Online learning
- ☐ Professional Learning Community (PLC)
- ☐ Study group
- ☐ Working with Content experts
- ☐ Other:

(b) In what ways did you document and assess your learning:

- ☐ Dialogue with colleagues
- ☐ Feedback
- ☐ Portfolios
- ☐ Reflective journals
- ☐ Student achievement data
- ☐ Wikis
- ☐ Other:

- II. (a) How has what you've learned through your TLLP project impacted you as a teacher (consider your teaching practice, work with colleagues and students, orientation to your learning, etc.)?**
- (b) Based on this experience what would you like to learn next?**

SHARING

I. (a) What methods/tools did you use to share your learning?

- ☐ Blog
- ☐ Facilitating workshops
- ☐ Podcasts
- ☐ Presenting at conferences
- ☐ Social Media (e.g., Twitter, Facebook, Google+ etc...)
- ☐ Teacher/school toolkit
- ☐ Video conferencing
- ☐ Webcasts
- ☐ Wiki or website
- Please share your wiki/website's URL:
- ☐ Working with other teachers in their classroom
- ☐ Written resources
- ☐ Other:

(b) What was the scope of your sharing?

- ☐ Within my school
- ☐ With other schools in my school board
- ☐ With other school boards
- ☐ Other:

(c) How many educators did you share your project learning with:

- Face-to-face
- Online

II. (a) What evidence do you have of the impact of sharing what you learned from your project ?

(b) How did you measure this impact?

III. What have you learned about knowledge sharing?

LEADERSHIP

I. Please identify the key areas of teacher leadership you learned about throughout the project:

- | | |
|--|--|
| <input type="checkbox"/> Administrative skills (budget management) | <input type="checkbox"/> Facilitating sharing of learning (i.e. resources, knowledge etc.) |
| <input type="checkbox"/> Building trust | <input type="checkbox"/> Listening |
| <input type="checkbox"/> Collaborative decision making | <input type="checkbox"/> Managing the change process |
| <input type="checkbox"/> Collaborative problem solving | <input type="checkbox"/> Mentorship |
| <input type="checkbox"/> Communication | <input type="checkbox"/> Organizational skills |
| <input type="checkbox"/> Conflict resolution | <input type="checkbox"/> Presentation skills |
| <input type="checkbox"/> Co-teaching | <input type="checkbox"/> Project management |
| <input type="checkbox"/> Debriefing | <input type="checkbox"/> Research skills |
| <input type="checkbox"/> Empowering others | <input type="checkbox"/> Team building |
| <input type="checkbox"/> Facilitating adult learning | <input type="checkbox"/> Other: |

II. (a) How has what you've learned impacted you as a teacher leader?

(b) What are your next steps for leadership development?

CHALLENGES AND NEXT STEPS

I. (a) Overall, what challenges did you experience?

- ☐ Communication
- ☐ Funding
- ☐ Project scope
- ☐ Project management
- ☐ Relationships
- ☐ Resources
- ☐ Technology
- ☐ Time
- ☐ Other:

(b) What did you learn from the challenges?

II. If you were able to overcome some or all of these challenges, briefly outline the strategies you used.

<p>III. Are there elements of the project that will be ongoing? (Within and beyond your school and within and beyond your project team)</p>
<p>IV. As a result of your participation in the TLLP, have there been changes for you, your students, your school and those you have shared with (i.e. An inquiry approach to teaching, increased collaboration, stronger connection to community, etc.)? Please elaborate.</p>

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