

Cohort Planning Form

Completed by all teachers and submitted to the principal by September 10th

All General McLane teachers must obtain at least 16 cohort hours each school year. To fulfill cohort requirements, teachers must meet with their peers on a regular basis on activities that will benefit students. Teachers are required to meet with cohort members outside of the school day (middle school teachers may meet for cohort hours during the school day because their work day is longer).

Teacher Name: _____

Building: _____

School Year: _____

To fulfill my cohort responsibilities for this school year, I am choosing to participate in:

Cohort Group Name/Topic: _____

Other members of the Cohort:

I understand that each team meeting will result in a summary to be provided to our building principal by the cohort/project facilitator. I also understand that I will complete a reflective tool at the end of the year.

Teacher Signature

Principal Signature

Designated Facilitator(s): _____

**Check here if you plan to submit cohort hours for Act 48 credit: _____
(If requesting Act 48 hours, you must also submit the Act 48 Planning Form when you submit this form)**