TLE Platform and Professional Learning Requirements

*Administrators, teachers, and contributing professionals (including paraprofessionals), must document on-going professional learning each year through the TLE platform.*

**Administrators** **and** **Teachers**

* Log into the TLE platform.
* Create a Professional Learning Goal (PLG) if you are on a ***Flexible*** evaluation plan.
* Create a Professional Learning Plan (PLP) if you are on a ***Full*** evaluation plan.
* Participate in a Professional Learning Community with your colleagues; attend workshops or conferences as available to support your learning.
* Update your PL documentation chart (assigned through Google Classroom) each time you participate in a PL activity throughout the year.
* Share your PL chart (printed or electronic) with your evaluator at your *mid-year conference* and *summative conference* to demonstrate progress toward your goal.
* Prior to your summative conference, upload your completed PL chart to the TLE platform at the bottom of your PLG or PLP page.
* College course work may be used in addition to job-embedded PL if the educator’s supervisor gives prior approval, it is in the educator’s field or a new field approved by the supervisor, and the final grade is B or higher.
* National Board Certified Teachers and Georgia Master Teachers at the time of renewal may renew without meeting the PL requirements.

**Contributing Professionals**

* Log into the TLE platform.
* Create a Professional Learning Goal (PLG).
* Participate in a Professional Learning Community with your colleagues; attend workshops or conferences as available to support your learning.
* Paraprofessionals may choose to complete *PD Now* modules to demonstrate participation in professional learning.
* Update your PL documentation chart (assigned through Google Classroom) each time you participate in a PL activity throughout the year.
* Share your PL chart (printed or electronic) with your evaluator at your *mid-year conference* and *summative conference* to demonstrate progress toward your goal.
* Prior to your summative conference, upload your completed PL chart to the TLE platform at the bottom of your PLG page.
* Educators certified in the service fields of Speech and Language Pathology, Audiology, School Psychology, School Counseling, and School Social Work may count requirements for state or national credentials for PL.
* College course work may be used in addition to job-embedded PL if the educator’s supervisor gives prior approval, it is in the educator’s field or a new field approved by the supervisor, and the final grade is B or higher.