



**STAFF FACILITATOR: ALL INFORMATION MUST BE COMPLETE/ACCURATE FOR PTSB CREDIT**

|                                |              |                                                    |                             |
|--------------------------------|--------------|----------------------------------------------------|-----------------------------|
| <b>PD Event:</b>               | <b>Date:</b> | <b>Session</b> <u>  1  </u> <b>of</b> <u>  ?  </u> | <b>Begin Instruct Time:</b> |
| <b>TCSD Staff Facilitator:</b> |              |                                                    | <b>End Instruct Time:</b>   |
| <b>Instructors:</b>            |              |                                                    | <b>Total Event Hours:</b>   |

**Subtract Breaks/Lunch: < 15 minutes >**

|                                                |                                    |
|------------------------------------------------|------------------------------------|
| <b>Agenda must be attached for PTSB Credit</b> | <b>Total Hrs. for PTSB Credit:</b> |
|------------------------------------------------|------------------------------------|

| Last Name | First Name | Position | School | Do you need PTSB Credit? | Signature |
|-----------|------------|----------|--------|--------------------------|-----------|
| 1         |            |          |        |                          |           |
| 2         |            |          |        |                          |           |
| 3         |            |          |        |                          |           |
| 4         |            |          |        |                          |           |
| 5         |            |          |        |                          |           |
| 6         |            |          |        |                          |           |
| 7         |            |          |        |                          |           |
| 8         |            |          |        |                          |           |
| 9         |            |          |        |                          |           |
| 10        |            |          |        |                          |           |
| 11        |            |          |        |                          |           |
| 12        |            |          |        |                          |           |
| 13        |            |          |        |                          |           |
| 14        |            |          |        |                          |           |
| 15        |            |          |        |                          |           |
| 16        |            |          |        |                          |           |
| 17        |            |          |        |                          |           |
| 18        |            |          |        |                          |           |
| 19        |            |          |        |                          |           |
| 20        |            |          |        |                          |           |
| 21        |            |          |        |                          |           |
| 22        |            |          |        |                          |           |
| 23        |            |          |        |                          |           |



**STAFF FACILITATOR: ALL INFORMATION MUST BE COMPLETE/ACCURATE FOR PTSB CREDIT**

| <b>PD Event:</b>                               |            | <b>Date:</b> | <b>Session</b> <u>  1  </u> <b>of</b> <u>  ?  </u> | <b>Begin Instruct Time:</b>                        |           |
|------------------------------------------------|------------|--------------|----------------------------------------------------|----------------------------------------------------|-----------|
| <b>TCSD Staff Facilitator:</b>                 |            |              |                                                    | <b>End Instruct Time:</b>                          |           |
| <b>Instructors:</b>                            |            |              |                                                    | <b>Total Event Hours:</b>                          |           |
|                                                |            |              |                                                    | <b>Subtract Breaks/Lunch: &lt; 15 minutes &gt;</b> |           |
| <b>Agenda must be attached for PTSB Credit</b> |            |              |                                                    | <b>Total Hrs. for PTSB Credit:</b>                 |           |
| Last Name                                      | First Name | Position     | School                                             | Do you need PTSB Credit?                           | Signature |
| 24                                             |            |              |                                                    |                                                    |           |
| 25                                             |            |              |                                                    |                                                    |           |