

## *Consultant Scheduling and Mentoring Sign-Up Form*

<b><i>School:</i></b>	
<b><i>School Contact:</i></b>	
<b><i>Consultant:</i></b>	
<b><i>Date:</i></b>	

Please sign up for a time slot that you are available to meet with the HMHLT consultant, who is coming to our school for on-site support, training and mentoring. ***You should know your three-digit teacher i.d. number prior to your appointment time.*** Please indicate the course(s) in which you are interested in receiving assistance. You may use abbreviations, such as DR = Destination Reading, DM = Destination Math, LMS = Learning Management System.

All teachers who sign up are expected to meet with the HMHLT consultant at their appointment time in:

\_\_\_\_\_ (School contact person will provide the location(s).)

<i>Time</i>	<i>Software</i>	<i>Purpose/Learning Objective to be taught</i>	<i>Teacher(s)</i>	<i>Grade(s)</i>	<i>Room #</i>
<i>Notes:</i>					
<i>Notes:</i>					
<i>Notes:</i>					
<i>Notes:</i>					
<i>Notes:</i>					
<i>Notes:</i>					
<i>Notes:</i>					
<i>Notes:</i>					

For the HMHLT Educational Consultant to complete after the Site Visit:

<i>Issues that need to be addressed in next visit:</i>	
<i>Notes from visit with Principal:</i>	
<i>Best Practices you encouraged:</i>	