



# Cycle Three: Button for Cycle Requirements

**Directions for completing cycle three for the basic requirements. (Please be advised that these are the basic requirements for the state process and that districts may require additional activities.) You need a total of 30 contact hour with your learning team.**

## **You will need to:**

- Read all assigned chapters before the session.
- Complete the required form for each chapter and turn it in to the designated lead mentor. You are responsible for completion of forms for missed meetings as well.
- Take an active part in the discussions during the meetings.
- Be responsible for leading one learning team meeting.
- Stay for the entire meeting time.
- Inform, in advance, the designated lead mentor and team leader in the event that you must miss a meeting. You are still responsible for the assignment for the meeting and must arrange to get these to the lead mentor for review in a timely manner.
- Turn in work of professional quality and fully completed. Work that does not meet the two criteria may be returned for revisions.
- Other requirements as set forth by your district related to this cycle.