

Poetry Out Loud

2020-2021

Lead Teacher Responsibilities

As the Lead Teacher for your school, you are responsible for making sure that participating students and teachers have what they need to be successful, organizing your school-wide final, and ensuring that one of your school's students is able to advance to your regional final. Be sure to keep in mind these key responsibilities, and contact your regional coordinator with any questions. Thank you!

- Read the Teacher's Guide and visit the national Poetry Out Loud website <http://www.poetryoutloud.org/> to orient yourself to the program.
- There are changes to the program every year, large and small. Please read the current year's Guide even if you are a returning teacher, and encourage the other participating teachers at your school to do the same, to ensure that your understanding of the program is the most current.
- Stay tuned for new POL teacher resources and professional development opportunities as they are announced. These can be great opportunities for returning POL teachers to exchange instructional ideas, as well as for new teachers to learn the program basics. Consider sharing your enthusiasm for POL by sharing these resources.
- Act as a resource for the teachers in your school, making sure that the program is carried out according to the guidelines in the Poetry Out Loud Teacher's Guide.
- Encourage teachers to hold their classroom competitions during December.
- Hold your school wide final before January 22, 2021. Follow the guidelines in the Poetry Out Loud Teacher's Guide on how to prepare for a successful event.
- Complete the School Champion Form and submit, via email, to your Poetry Out Loud regional coordinator **by midnight on January 22, 2021.**

Timeline

Activity	General Time frame	Deadline
Poetry Out Loud registration	September 8-November 16, 2020	November 16, 2020
Teacher's Guides links sent	September-November 2020	
<i>Poetry Out Loud</i> taught in the classrooms	September-December 2020	
Classroom competitions	December 2020/January 2021	At least one week prior to your school final
School wide finals	January 2021	
School Champion Form due (email)		January 22, 2021
Regional final		By February 12, 2021
State Final		Mid-March 2021
National Final		Late April, 2021