

Check list for the TIC school year

MONTH	TASK	CHECK	DATE COMPLETED
SEPTEMBER	Join the TIC yahoo forum, if you haven't already.		
	BEGINNING OF THE MONTH		
	<i>(At least 4-6 weeks before your trout arrive)</i> Check all aquarium equipment and aquarium set-up using the Aquarium Resource Guide.		
	<i>(At least 4-6 weeks before your trout arrive)</i> Fill aquarium and start-up your equipment (filter, chiller, powerhead, airstone). This is to ensure your equipment is working. If anything goes wrong you still have time to fix it. If your chiller is working properly, turn it off until the end of October.		
OCTOBER	END OF THE MONTH <i>(beginning of the last full week)</i>		
	Turn on chiller a few days before eggs arrive to get the water temp down to at least 54degrees F		
NOVEMBER	BEGINNING OF THE MONTH		
	Brook trout eggs arrive. Place into aquarium using directions in the Aquarium Resource Guide. <i>(eggs typically arrive the first week of November)</i>		
	Complete online "egg confirmation" form		
Mid-late November/early December	Take off the front insulation board after trout have hatched (sac fry stage). Leave the other insulation boards on to lessen stress on your chiller and your trout.		
LATE DECEMBER/ EARLY JANUARY	Trout: swim-up stage; begin feeding as soon as you see the first Begin with small pinches several times a day		
FEBRUARY	PA Council of Trout Unlimited TIC grant opens <i>(grant round opens in February and closes the end of March)</i> Plan and confirm release day activities		
	Tour your release site prior to release day to make sure the site hasn't changed and that it is safe for your students.		
	Be sure you have all of the equipment for release day. Use directions provided in the Aquarium Resource Guide.		
MARCH - EARLY JUNE	Release days		
JUNE	Work with your program partner to select and confirm your trout release site for next year, if it is not the same one for this year. Use the online "trout release" fact sheet to guide your efforts.		
	Complete online TIC Registration for the upcoming school year <i>(complete by June 11th of each year)</i>		
	Complete online TIC End of Year Report <i>(complete by June 11th of each year)</i>		
	If you received a grant, complete financial report for PA Council of Trout Unlimited's TIC grant.		
	Conduct end of year clean-up using the Aquarium Resource Guide.		

TIC “End of Year Report” Items to track:

- **Teaching hours for the following topics:**
 - Watersheds
 - Aquarium set-up and start-up
 - Egg arrival, incubation & hatching
 - Fry stage
 - Habitat
 - Fish culture & management
- **Program partner hours** –
 - In-class presentations
 - Field trip assistance
- **Brook Trout egg/fry/fingerling information** –
 - Viable eggs placed into your aquarium
 - Fingerlings released at the end of the year
- **Expenses** –
 - Replacement equipment
 - Field trip equipment and busing costs
 - Additional curricula (e.g. books or other in-class items needed)
- **Fishing programs-**
 - Does your school have a fishing club?
 - Fishing activities – hrs and students reached
 - Fly tying; fly casting
 - Fishing
 - Where did you get the equipment
- **Contact with PFBC employees, other than TIC Coordinator** –
 - Hatchery tours – PFBC Hatchery tour or Cooperative Nursery tour
 - Helping with local stocking efforts
 - In-class presentation
 - In-field presentation
 - Who was your contact(s)

Lesson plans, presentations, student projects, news articles for TIC:

- At the end of the school year, any lessons, presentations, outlines for student projects/completed student projects, news articles and photos of your TIC program should be scanned and emailed OR mailed to PA Fish and Boat Commission (email: adaniel@pa.gov OR 450 Robinson Lane, Bellefonte, PA 16823)
- All news articles should have the following statement placed in them:
 - “_____’s participation in the Trout In the Classroom program was made possible through the partnership of PA Fish and Boat Commission and PA Council of Trout Unlimited. The statewide partnership ensures that all registered classrooms receive Brook Trout eggs, trout food, technical assistance and curriculum support throughout the school year.