

### ***Induction for Success Mentor Expectations***

1. Attend mentor program orientation during New Teacher Academy
2. Attend seven after-school district support meetings with novice teacher to network with mentors and continue professional development.
3. Participate in quarterly meetings with mentor, novice teacher and principal facilitated by principal to review progress on “how things are going.” The intent of this meeting is to have an informal check-in, not an evaluation.
4. Meet face-to-face with novice teacher on average 1 ½ hours per week. (at least 60 hours over the school year)
5. Complete three observations cycles (plan, observe, reflect) of the novice teacher AND help facilitate two observations of a veteran teacher by novice teacher. The program will provide 21 hours of release time for mentor and novice teacher pair to help support this requirement.
6. Maintain documentation on <http://www.timsweb.org>
  - Record of face-to-face meeting times and topic (average 1 ½ hours per week)
  - Beginning and end of year reflection tool
  - Record of observations
  - Written feedback given to the novice teacher at the end of each quarter (4 times)

### ***Induction for Success First-Year Teacher Expectations***

1. Attend District New Teacher Academy in August.
2. Attend seven after-school district support meetings with novice teacher to network with mentors and continue professional development.
3. Participate in quarterly meetings with mentor, novice teacher and principal facilitated by principal to review progress on “how things are going.” The intent of this meeting is to have an informal check-in, not an evaluation.
4. Meet face-to-face with mentor on average 1 ½ hours per week. (at least 60 hours over the school year)
5. Complete three observations cycles (plan, observe, reflect) of the novice teacher each with written feedback AND help facilitate two observations of a veteran teacher by novice teacher. The program will provide 21 hours of release time for mentor and novice teacher pair to help support this requirement.
6. Maintain documentation on <http://www.timsweb.org>
  - Record of face-to-face meeting times and topic (average 1 ½ hours per week)
  - Beginning and end of year reflection tool
  - Record of observations
  - Written reflection at the end of each quarter (4 times)(keep in your portfolio/document on TimsWeb.