

Mentoring Contract

Mentor's Name _____

New Teacher's Name _____

Date Assigned _____

As an assigned mentor, I agree to the complete **all** of the following requirements of the mentoring program. The mentoring commitment involves approximately 30 hours.

1. Attend two (2) mentor meetings: *Induction Kick-Off Meeting & Paired Meeting*
2. Conduct regular face to face meetings with your mentee. Weekly meetings are recommended.
3. Formally observe the mentee three times (December, February, and April).
4. Observations should be a minimum of 30 minutes or a classroom period
5. Be formally observed by your mentee three times. All mentees **MUST** observe their assigned mentor at least once. In cases where the assigned mentor teaches a different grade or subject area, the MENTOR may arrange two observations with other teachers having **professional status** in the new teacher's assigned grade or subject area.
6. All observations (both mentors and mentees) will focus on one specific area of concern. The assigned mentor will conduct all pre and post conferences.
7. Maintain a Mentor Log documenting meetings.
8. All paperwork for the year must be submitted by May 15th.

Signature: _____ Date: _____