

Collingswood and Oaklyn

2020-21

Mentoring Plan

	District Professional Opportunities	Mentor/New or Novice Professional Opportunities
August 18TH & 19TH VIRTUAL ACADEMY	New Teacher/Staff Academy 1. General district orientation 2. Curriculum / Backward Design Unit Planning 3. <i>Danielson Framework</i> / Evaluation 4. Special Services Overview 5. Technology Services 6. The new or novice teacher program 7. Expectations and Responsibilities 8. Meeting with principal/supervisor and mentor teacher, as well as District Committee 9. The opening day of school 10. Classroom preparation	These sessions are meant to introduce you to the profession, for first time teachers, and to the district. During these first two days, we'll meet each other; discuss the Collingswood Mission, Vision, and Philosophy; cover compliance based necessities; work in our rooms, and get ready for a successful year of teaching and learning.
September 3rd	Mentor Training <i>This meeting will be for mentors only.</i>	This session is meant to introduce mentors to the mentoring program. During this session monthly expectations will be discussed and any questions will be addressed.
September 24th	Routines within the Classroom Professional responsibilities, Communication with families, Classroom Management, and one-month "check in." Panel Discussion w/ veteran teachers and coaches (Danielson Domain 2, 4)	Mentor covers Parent Communication/Email/Voicemail/Conferences/Social Media/ Literacy and Achievement Coaches/First month burning questions. ★Mentor visits new or novice teacher classroom one time.
October 22nd	IEP / 504 Implementation I&RS & RTI Implementing individualized plans for students, Understanding the importance of data collection within the classroom (Danielson Domain 1, 3, 4)	Mentor follows up with discussion on IEP / 504 Implementation. Mentor focuses on how I&RS & RTI work in specific buildings. ★Mentor visits new or novice teacher classroom one time, if necessary.
November 19th	Elementary - Read Aloud & Workshop Model Modeling read alouds, Understanding the workshop model and its components (Danielson Domain 1, 3) Middle/High School - In-School Resources Introduce instructional coaches and other in-house resource personnel (eg. ELL teacher, Librarian) (Danielson Domain 1 & 4)	Mentor focuses discussion on reader's workshop/writer's workshop/grammar. Mentor discusses Parent-Teacher Conferences and the report card process. (elementary) In-house resource personnel will have the opportunity to introduce them and the services they offer. (middle/high) ★New or novice teacher visits mentor's classroom, if necessary.
January 21st	School Law (Danielson Domain 4)	Mentor focuses discussion on math strategies and differentiation within lessons (elementary). ★New or novice teacher visits other veteran teacher's classroom.
March 25th	Social-Emotional Learning Discussion around the importance of self-care and emotional wellbeing of students. (Danielson Domain 2 & 4)	Mentor reviews the report card process and Parent-Teacher Conferences. (elementary) ★New or novice teacher visits mentor's classroom.
April 22nd	End of the Year Procedures (Danielson Domain 4)	Mentor focuses on state testing procedures (if appropriate), year-end procedures for school. ★New or novice teacher visits other veteran teacher's classroom.
May 20th	End of the Year Celebration! (Danielson Domain 4)	Reflection / Evaluation of Program, goal setting for the following September. ★Visitation and Conference logs are due.

Mentor Meetings

High School/Middle School Location:

VIRTUAL

Time: 2:45 - 3:25

Elementary School/Preschool Location:

VIRTUAL

Time: 3:20 - 4:00

Days: Thursdays according to the schedule below