

# Teacher Mentoring Program

## SY 2003-2004

The instructional support staff of Johnson County Schools is committed to making support and resources available to first and second year teachers to ensure a fulfilling and successful entry into the teaching profession.

<b>Strategies</b>	<b>Resources Required</b>	<b>Persons Responsible</b>	<b>Time Frame</b>	<b>Evaluation</b>
Provide a first and second year teacher orientation meeting for teachers to allow introductions and lay the groundwork for the mentoring and support program.	This orientation will take place at the Central Office the day before the initial principal's meeting each year. No resources required.	*Instructional supervisors *Payroll/Personnel director *Presenters as needed by supervisors	First and second year teachers will be notified by letter concerning the meeting time and place.	N/A
Provide regular support to first and second year teachers through classroom visits, emails, phone calls, and regular faculty meetings.		*Instructional supervisors *Principals/Assistant Principals *Mentor teachers (as assigned by principals)	Visits should be made regularly, especially in time leading up to first evaluation. Teachers should be encouraged to utilize lines of communication when needed.	"Snapshot" evaluations by supervisors and/or building administrators; communication via email, phone, or in person.
Provide times for first and second year teachers to meet together for professional growth opportunities and sharing with other teachers and administrators	*Use of professional leave days for teachers (3 half days during the year) *Refreshments for meetings *Meeting space at Central Office	*Instructional supervisors *Presenters (as needed by supervisors)	*September 19 (12:00-3:30 p.m.) *November 18 (12:00 p.m.-3:30 p.m.) *March 9 (12:00-3:30 p.m.) *May 7 (12:00 p.m.-3:30 p.m.)	*Evaluations *Needs Assessments to determine what topics teachers would find useful *Satisfaction surveys at the end of the school year.