



Community Unit School District #205

..... *Helping Students Achieve Their Dreams*

District Website:

www.galesburg205.org

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To: Principals & Assistants

From: Matt Jacobson, District Technology Curriculum & Professional Development Coordinator

Date: July 30, 2013

RE:

Induction & Mentoring Program Summary, 2013-2014

*Participation in Galesburg's State-approved Induction & Mentoring Program by first- and second-year teachers is **required** by contract.*

Required	Optional
Year 1 Teachers are eligible for up to 35 hours of regularly-scheduled Mentoring services	New Teacher Learning Team –Meetings generally occur every-other week. <ul style="list-style-type: none">Fall Semester focuses on <i>The First Days of School</i>, by Dr. Harry Wong.Spring Semester is a professional book club. (Title TBA)Committee Stipend is available for attendance!
Year 2 Teachers are eligible for up to 15 hours of regularly-scheduled Mentoring services	
Mentor observes Protégé's classroom 3 times annually , including formal Planning & Reflecting Conferences surrounding each scheduled observation	Protégées are encouraged to observe the teaching practices of experienced colleagues in their own building or within the District (single class-period only) up to once each semester , as substitute availability & building funds allow.
Both Mentor & Protégé are responsible for maintaining a log of each regularly-scheduled meeting and observation	

Please work with your New Teachers and their Mentors to help support the successful completion of the District #205 Induction and Mentoring Plan, including the arrangement of in-house substitutes, etc.

MENTORS SHOULD NEVER BE ASKED TO PROVIDE INFORMATION THAT MIGHT INFLUENCE OR BE USED AS PART OF ANY TEACHER'S FORMAL EVALUATION.