

New Teacher Mentoring Orientation

Possible Topics to Discuss:

- Sign-in/Sign-out Process at Main Office and in Ulti-Pro (Timesheet)
- Print/Copy things to Know
- Lesson Plans to Shared Drive Thursday Nights
- Writing Content Objective and Language Objectives
- What your classroom should look like
 - Walls decorated
 - Agenda written on board, objectives, etc.
- How the typical 60 minute class should look
 - Bellwork/Warm Up/Journal
 - Classwork
 - Assessment
 - HW
- Vacation/Time-Off Requests
- Using Assessment Data – purpose, tied to End-of-Year Evaluation
- EEP Process – 3 times a year
- Classroom Observations – Mr. Martinez, Mr. Goodwin, Pam Williams, Leona, SVSU

- Discussed all items on the list.
- Opportunity for personal questions.
- Report establishment.
- Staff looking forward to additional meetings.

Yes/No

- I feel that I would benefit from having a larger picture mentoring program.
- I feel I would benefit from additional technology training.
- I feel that I would benefit from non-evaluation peer critiques; with supplemental feed back.
- I feel I would benefit from supplemental hardcopy professional literature.
- I feel that I need help organizing and prioritizing the extra tasks structured into our jobs.
- I feel that I need some questions answered with guaranteed confidentiality.

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Nemeth

**César Chávez Academy High School
New Teacher Mentoring Meeting
DATE: Friday, February 13, 2015
STAFF SIGN-IN-SHEET**

| Staff Name Print | Signature |
|---------------------|--|
| Jessica Cumpf |  |
| Paula Jean |  |
| Nathan DeJonge |  |
| Alba Nemeth |  |
| Benjamin Meyers |  |
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