

MENTOR TEACHER VERIFICATION LIST

2018–2019

SCHOOL: _____

Principal: _____

Mentor Coordinator (if not the principal): _____

Responsibilities include:

1. Communicating with Dr. Yolanda Stanislaus, Director, Department of Professional Growth Systems, 301-217-5123.
2. Maintaining a recommended 1:1 ratio of mentor to new teacher (mentors are not to be assigned more than two new teachers).
3. Ensuring that specialty teachers (i.e., art, music, guidance, etc.) are assigned a mentor by their coordinator/supervisor.
4. Notifying the New Teacher Induction program of any changes (i.e., removal or additions of mentors or new teachers).
5. Providing mentors with the *Mentor Expectations*.
6. Sending the Mentor Teacher Verification List via the Pony to Mrs. Geetha M. Kumar, secretary, Office of Human Resources and Development, 45 West Gude Drive, Suite 2400, or by faxing it to 301-251-5217 by **Friday, September 21, 2018**.

Please identify each mentor teacher and the name of the new teacher he/she will mentor:

Mentor's Grade/Subject	MENTOR'S NAME—please print	NEW TEACHER'S NAME—please print	New Teacher's Grade/Subject	Category—please check applicable box
				<input type="checkbox"/> Experienced, new to MCPS <input type="checkbox"/> Novice without CT support <input type="checkbox"/> 2nd year new teacher <input type="checkbox"/> 3rd year new teacher <input type="checkbox"/> Long-term substitute <input type="checkbox"/> Returning to classroom teacher <input type="checkbox"/> Veteran teacher without CT support
				<input type="checkbox"/> Experienced, new to MCPS <input type="checkbox"/> Novice without CT support <input type="checkbox"/> 2nd year new teacher <input type="checkbox"/> 3rd year new teacher <input type="checkbox"/> Long-term substitute <input type="checkbox"/> Returning to classroom teacher <input type="checkbox"/> Veteran teacher without CT support
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(Continued for School _____)

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