

## **Mentor Requirements for Payment of Stipend Year 2**

- Attend August training for mentors if you were not 1<sup>st</sup> year mentor to your beginning teacher
- Meet regularly with beginning teacher and record meetings on mentor log checklist
- Submit 2<sup>nd</sup> Yr Mentor Log via Perform by the deadline **each** semester:

\_\_\_\_\_ First Semester                      January 10, 2020

\_\_\_\_\_ Second Semester                      May 21, 2020

- Set the date for your first observation before school begins.
- Plan for and use the released time you have with your mentee.
- **MOST IMPORTANTLY, PROVIDE ANY NECESSARY ONGOING SUPPORT FOR YOUR BEGINNING TEACHER.**

***PLEASE CALL THE OFFICE ANY TIME YOU HAVE QUESTIONS,  
PROBLEMS OR SUGGESTIONS FOR IMPROVEMENT***

***659-3226***