

MENTOR TEACHER VERIFICATION LIST 2011-2012

SCHOOL: _____

Principal: _____

Mentor Coordinator (if not the principal): _____

Responsibilities include:

1. Communicating with Ms. Gail A. Epps, 301-601-0300.
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 pony (to Ms. Susan Mitchell at Upcounty Regional Services Center) or faxing (301-601-0308) by **Monday, October 3, 2011**.

Please identify mentor teachers 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"/> 3 rd year probationary <input type="checkbox"/> Novice without CT support <input type="checkbox"/> Long-term substitute <input type="checkbox"/> 2 nd year new teacher <input type="checkbox"/> Returning to classroom teacher
				<input type="checkbox"/> Experienced, new-to-MCPS <input type="checkbox"/> 3 rd year probationary <input type="checkbox"/> Novice without CT support <input type="checkbox"/> Long-term substitute <input type="checkbox"/> 2 nd year new teacher <input type="checkbox"/> Returning to classroom teacher
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(Continued for School _____)

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