

DISTRICT #309 MENTOR PROGRAM

“The mission of Independent School District 309 is to work together to prepare today's learners for tomorrow's challenges through: sharing of ideas and acceptance of diversity, efficient use of resources, including staff, finances, curriculum, physical plant, technology and area wide support services, thereby providing for maximum academic and personal growth.”

Mentoring Program Goals

The Park Rapids Area School District is faced with the challenge of replacing experienced teaching staff with those who are less experienced. The quality and excellence of the school system must be maintained during the transition. To facilitate this goal the school system should utilize the expertise of the experienced veteran staff.

The two major goals of the program are to attract and retain quality professionals and to improve the quality of instruction for students in District #309. The program has the potential to raise the regard of the profession in the community and provide the opportunity for improved collegiality and morale. It also affords the opportunity for renewal for the veteran staff.

Preparing today's learners for tomorrow's challenges...

Participants

The District #309 Mentoring Program is non-evaluative and mentor teachers shall not be a source of information concerning the performance of their mentees unless the well-being for either the teacher or student(s) is in question. A high value has been placed on confidentiality in the District #309 Mentoring Program. It is important to respect this aspect of the mentor- mentee relationship. Trust is a key component.

Recommended, but not limited to, criteria for being a facilitator:

1. Tenured, certified teacher or administrator
2. Minimum of 5 years teaching experience, with at least 2 in Dist. #309
3. Agreement to facilitate mentorship training and support
4. Collaborate with principal(s) for matching mentees with mentors

Recommended, but not limited to, criteria for being a mentor:

1. Minimum of 3 years teaching experience
2. Subject to approval by building principal
3. Agreement to attend mentorship training and carry out the expectations of the position

Criteria for being a mentee (at least one of the following):

1. In the first full year of teaching with District #309
2. Designated by principal and/or
3. Non-tenured teachers who wish to participate, which is highly encouraged

Criteria for mentor and mentee matches:

1. Mentors and mentees are matched (to the degree possible) according to grade level and content area.
2. Building principals contribute to the matching process by considering the compatibility of individual styles of the mentors and mentees.
3. In the event matches do not work, both parties are held harmless and a new match is made.

Incentives

1. Continuing Education Hours *(refer to form available on District 309 web page)*

Mentors: Teachers may earn 10 hours for one year as mentor in the Mentoring Program under the **G1-Leadership Experience** category on the PR Continuing Education Renewal Clock Hour Schedule Form. These 10 hours accrue from time spent with assigned mentee above and beyond the monthly training sessions. A maximum of 30 clock hours in each five year licensure period is permitted.

Mentors and Mentees: Teachers may earn up to 24 continuing education hours by attending trainings offered by the Mentoring Program facilitators, viewing training videos, and/or by participating in peer observation and coaching activities. These hours would fit either **Category E-Engagement in peer coaching or mentorship** or **Category B-Educational Workshops**.

2. Stipends

-Mentor Program Facilitators will be compensated with a \$500 stipend.

-Mentors for year one participants are expected to attend mentor/mentee meetings, meet at least bi-weekly with their mentees, and will receive a \$250 stipend.

-Mentees are expected to attend mentor program meetings and meet at least bi-weekly with their mentors.

3. Consultant fees for non-district employees

Guest speakers may be hired to support and/or enrich the Mentorship Program. These presentations may be open to the district.