

Joplin Schools Induction

Year 1

2016-2017

1. Make a copy of the document.
2. Use the naming convention: **Inductee last name/Mentor last name - Induction 2016-2017**
3. Share the documents with _____
4. Inductees and Mentors should fill out the documents together and turn in one document.
5. All observations and documents should be completed by ____.

Required New Teacher Training

New Teachers are to complete a Beginning Teacher Assistance Training. Teachers can complete through MSTTA, SWRPDC, or MU. Teachers need to scan and upload their certificate they receive and attach it to this document. The district will pay fees if you attend the event at the SWRPDC. For event dates contact the Southwest Center.

New Teachers in Missouri MUST complete this within the first four years of teaching.

Prior to the Beginning of the School Year

Standard 1.1 Content Knowledge

Description: The mentee prepares lessons to guide students to a deeper understanding of content through planned instruction that reflects an accuracy of content knowledge.

Standard 2.3 Theory of Learning

Description: The mentee's planned learning activities are designed based on foundational and current learning theories and consistent with best-practice.

Standard 3.1 Implementing the Curriculum

Description: The mentee designs learning experiences appropriate for district curriculum and assessments.

Standard 4.2 Instructional Resources

Description: The mentee's lesson design includes the use of instructional resources and the appropriate use of technology.

Standard 6.1 Verbal and Non-Verbal Communication

Description: The mentee demonstrates effective verbal communication skills as well as non-verbal communication (written, posted, electronic, ect.)

Standard 8.3 Professional Responsibilities

Description: The mentee understands school procedures and policies and adheres to all current school procedures and district policies as stated in the district's/ school's code of conduct.

9.1 Induction and Collegial Activities

Description: The mentee meets regularly with their mentor and fully participates in the district/ school induction process, documenting support and growth in mentor logs aligned to the state's mentor standards.

Year 1 - First Month of the School Year

***During the first month of school, Mentor needs to observe the inductee during one class period and then fill out the following document together.**

Standard 1.2 Engaging in Content- Description: The mentee identifies and uses engagement strategies to keep students interested and engaged in content.

Standards 2.1 Student Development Description: The mentee assesses student personalities and abilities in order to design and make instructional decisions based on developmental factors.

Standard 5.1 Classroom Management- Description: The mentee uses basic classroom management techniques to address misbehavior and avoid disruptions in instruction to keep students generally interested and engaged in their learning.

Standard 5.2 Time, Space, Transitions, and Activities Description: The mentee designs routines that support effective management of time, space, transitions, and activities.

Standard 6.2 Sensitivity to Student Differences Description: The mentee exhibits understanding, sensitivity and empathy toward student needs and differences.

Standard 7.1 Use of Assessments Description: The mentee demonstrates the use of formal and informal student assessments to address specific learning goals and modifications.

Standard 9.1 Induction and Collegial Activities Description: The mentee meets regularly with their mentor and fully participates in the district/ school induction process, documenting support and growth in mentor logs aligned to the state's mentor standards.

Year 1 - First Quarter of the School Year

*Inductee needs to observe either the mentor or a master teacher for one class period and then answer the following. When submitting your request for a sub in AESOP, please mark "1% District."

List three takeaways from your observation.

What one thing will you take back and try in your classroom?

Year 1 - 2nd-3rd Months of the School Year

***During the 2nd-3rd month of school, Mentor needs to observe the inductee during one class period and then fill out the following document together.**

Standard 2.2 Student Goals

Description: The mentee establishes classroom routines and procedures that highlight student responsibility based on clear expectations.

Standard 4.1 Critical Thinking Strategies

Description: The mentee demonstrates the use of various types of instructional strategies and appropriate resources resulting in student engagement in active learning to develop critical thinking and problem solving skills.

Standard 4.3 Cooperative, Small Group and Independent Learning

Description: The mentee effectively manages students and learning activities in both individual and collaborative situations.

Standard 5.2 Time, Space, Transitions, and Activities

Description: The mentee designs routines that support effective management of time, space, transitions, and activities.

Standard 7.3 Student- Led Assessment

Description: The mentee orientates students to various formats of assessment connecting each to particular types of knowledge/ skills.

Standard 7.5 Communicates Student Progress

Description: The mentee maintains confidential records of student work and performance that are in order, organized and current.

--

Year 1 - 4th-5th Month of School

***During the 4th-5th month of school, Mentor needs to observe the inductee during one class period and then fill out the following document together.**

Standard 2.4 Differentiated Lesson Design (see also 3.3)

Description: The mentee can articulate important characteristics and needs of their students as they apply to learning and designs lessons and activities based on these needs.

Standard 3.2 Lessons for Diverse Learners

Description: The mentee uses learning activities that recognize individual needs of diverse learners and variations in learning styles and performance.

Standard 6.1 Verbal and Nonverbal Communication

Description: The mentee demonstrates effective and correct verbal and non-verbal communication.

Standard 7.2 Assessment Data to Improve Learning

Description: The mentee collects data information and assessment results for instructional planning and decision-making.

Standard 7.5 Communicates Student Progress

Description: The mentee maintains confidential records of student work and performance that are in order, organized and current.

--

Year 1 - 6th Month of School

Standard 2.5 Use of Student's Prior Experience

Description: The mentee plans and uses various assessment strategies to determine individual experiences, intelligences, strengths, and needs.

Standard 5.2 Time, Space, Transitions, and Activities

Description: The mentee adjusts routines as needed to support effective management of time, space, transitions, and activities.

Standard 7.4 Effects of Instruction

Description: The mentee uses and collects information through observation of classroom interactions, higher order questioning, and analysis of student work and uses information to adjust class instruction to impact learning.

Standard 7.6 Collaborative Data Analysis

Description: The mentee maintains data analysis information and participates in data team training or works with a mentor and/or colleagues on data analysis.

Standard 8.1 Self-Assessment and Improvement

Description: The mentee engages in self-assessment, reflection and problem-solving to enhance the impact on student learning.

Standard 9.2 Collaborating to Meet Student Needs

Description: The mentee works collaboratively with colleagues to build relationships to more fully understand services and support needs in the school.

Year 1 - 3rd Quarter of the School Year

*Inductee needs to observe either the mentor or a master teacher for one class period and then answer the following. When submitting your request for a sub in AESOP, please mark "1% District."

List three takeaways from your observation.

What one thing will you take back and try in your classroom?

***Mentor needs to observe the inductee the 7th-8th month of school and then fill out the following document together.**

Standard 1.2 Engaging in Content

Description: The mentee monitors and adjusts instructional strategies to maintain student engagement and interest.

Standard 2.2 Student Goals

Description: The mentee uses classroom routines and procedures to promote student responsibility in setting clear personal goals and monitoring progress.

Standard 4.3 Cooperative, Small Group and Independent Learning

Description: The mentee effectively manages students and learning activities in both individual and collaborative situations.

Standard 7.2 Assessment Data to Improve Learning

Description: The mentee collects data information and assessment results for instructional planning and decision-making.

Standard 7.5 Communicating Student Progress

Description: The mentee maintains confidential records of student work and performance and uses them when communicating students status and progress.

***Mentor needs to observe the inductee the 9th-10th month of school and then fill out the following document together.**

Standard 2.5 Use of Student's Prior Experience

Description: The mentee plans and uses various assessment strategies to determine individual experiences, intelligences, strengths and needs.

Standard 7.4 Effects of Instruction

Description: The mentee collects information through observation of classroom interactions, higher order questioning, and analysis of student work and reflects on impact of class instruction on learning.

Standard 7.6 Collaborative Data Analysis

Description: The mentee maintains and uses data analysis information, participates in data team training and works with a mentor and/or colleagues on data analysis to benefit student learning.

Standard 9.1 Induction & Collegial Activities

Description: The mentee meets regularly with a mentor to reflect on strengths and growth opportunities for next year and documents appropriately in mentor logs and/or professional development plans.

Standard 8.1 Self-Assessment and Improvement

Description: The mentee's professional development plan documents self-assessment and reflection strategies used throughout the year and engages in self-assessment and problem-solving to begin planning for next year.

Standard 8.2 Professional Learning

Description: The mentee uses mentor as a source of information and becomes aware of available professional learning resources; professional growth plan has been maintained and documents, focus and priority areas, drawing on the first year and planning for the second year.

Signature Page

Please sign to indicate that the mentee and mentor have discussed all documents and completed all observations.

Mentee Signature

Date

Mentor Signature

Date