## D100 Support

### Mentor
- Facilitate professional dialogue with new hires
- Provide ongoing support to novice teachers at least monthly
- Plan, prepare, and coordinate checklist review
- Connect with Core Facilitators/TL/Committees
- Lead district sessions

### PLC Teammates
- Be available to support new teachers and answer questions
- Collaborate on units of study

### Core Facilitator/Team Leader
- Meet with new hires and review CF/TL content processes
- Be available to support new teachers and answer questions

### Building Administrator
- Plan and implement new hire building meetings and accompany to district sessions
- Participate in checklist review

### Classroom Observation
- Host new hires in classrooms for observation and reflection

### Instructional Leaders (Coaches)
- Provide ongoing coaching opportunities to new hires
- Regularly communicate with mentors about support for new hires

### Health and Wellness Committee
- Plan and provide regular school events
- Coordinate with other schools so that new hires are aware of participation opportunities

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2019-2020
## Calendar At-A-Glance

<table>
<thead>
<tr>
<th>Quarter</th>
<th>Events</th>
<th>Expectations</th>
</tr>
</thead>
</table>
| 1st Quarter| - District Mentor Session  
- Building Administrator Meeting  
- Check progress on Building Checklist  
- Core Facilitator/Team Leader Meetings | Participation in Coaching Cycle  
And  
Visit Classroom |
| 2nd Quarter| - District Mentor Session  
- Building Administrator Meeting  
- Check progress on Building Checklist | Participation in Coaching Cycle  
And  
Visit Classroom |
| 3rd Quarter| - District Mentoring Session  
- Building Administrator Meeting  
- Check progress on Building Checklist | Participation in Coaching Cycle  
And  
Visit Classroom |
| 4th Quarter| - District Mentoring Session  
- Building Administrator Meeting  
- Check progress on Building Checklist | Participation in Coaching Cycle  
And  
Visit Classroom |

**Expectations**

To attend and actively participate  
If absent, notify District Mentor Session facilitator, complete make up assignment, and meet with evaluator.
Coaching and Classroom Observation

<table>
<thead>
<tr>
<th>Literacy Coaching</th>
<th>iCoach, Math, Biliteracy, SPED, PreK coaches</th>
<th>Classroom Observation</th>
</tr>
</thead>
<tbody>
<tr>
<td>This opportunity would be valuable for teachers K-8 who would like to improve their instruction with a building coach. Teachers outside of ELA are welcome to work with a literacy coach to build literacy (ELA, as well as non-fiction literacy, Science and Social Studies) into their core content area.</td>
<td>District-wide coaches provide support on a range of topics demonstrating best practices in order to inform teaching practices.</td>
<td>New teachers will benefit the most from an expert in a specific area of teaching. If you are the only staff member in your position in your school or even in the district, this opportunity will be tailored to fit your needs.</td>
</tr>
</tbody>
</table>

**Expectations**

1st Year Teachers will actively participate in at least one professional coaching opportunity over the course of the school year.
### District Session Topics

<table>
<thead>
<tr>
<th>Meeting</th>
<th>K-8 topics</th>
<th>Student Services Topics</th>
</tr>
</thead>
</table>
| Teacher Induction Week        | - Berwyn 101 (M/V/B)  
- Unpacking Curriculum     | - Special Education in D100  
- EL Services in D100       |
| August 12-15  
Time: TBA  
Location: Heritage   | - D100 Technological Framework  
- Time in Building/Classroom  
- August 15th-iEngage   |                                                                |
| District Mentor Session 1     | - Classroom Management  
- Instruction  
- Evaluation Process  | - Understanding Behavior  
- Intervention Plans  
- Developing & Updating IEP goals  
- Evaluation Process |
| August 27  
3:30-4:30  
Location: HMS |                                                                              |                                                                |
| District Mentor Session 2     | - Assessments  
- HR Q and A  
- Parent Communication  | - Using data to make program decisions |
| October 1  
3:30-4:30  
Location: HMS |                                                                              |                                                                |
| District Mentor Session 3     | - Instructional Design workshop  | - TBD based on survey results of mentees.  
- Using data to make program decisions |
| January 28  
3:30-4:30  
Location: HMS |                                                                              |                                                                |
| District Mentor Session 4     | TBD based on survey results of mentees.  | - TBD based on survey results of mentees. |
| March 24  
3:30-4:30  
Location: HMS |                                                                              |                                                                |
**District Session Topics-Year 2**

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<tr>
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<th>Student Services Topics</th>
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<tr>
<td>Summer</td>
<td>- Attend any D100 PD</td>
<td>- Special Education in D100</td>
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<tr>
<td>District Mentor Session 1</td>
<td>- Classroom Management</td>
<td>- EL Services in D100</td>
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<tr>
<td>August 27</td>
<td>- Instruction</td>
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</tr>
<tr>
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<td>- Evaluation Process</td>
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</tr>
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<td>Location: HMS</td>
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<td>- Understanding Behavior Intervention Plans</td>
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<td>Location: HMS</td>
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**2019-2020**
Evaluation of Mentor Program

<table>
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<tr>
<th>Surveys</th>
<th>Semester District Session Survey</th>
<th>End of year survey of D100 support</th>
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<td>New teachers will complete quarterly surveys, based on building checklist, that will be utilized by their mentors to best support and serve new teachers.</td>
<td>After 2nd and 4th District Session, feedback through a survey will provide program evaluation.</td>
<td></td>
</tr>
</tbody>
</table>