

Fall	_____	_____
	10/2/09	12/18/09
Spring	_____	_____
	2/12/10	3/26/10 4/30/10



Dallas Independent School District

Campus _____
Date _____

New Teacher Mentoring and Development Department Communication Log

Mentor Teacher Name: _____ ID# _____ New Teacher Name: _____ ID# _____

Record what the mentor is doing to support the new teacher in learning-focused classroom instruction. **Log must reflect at least 6 meetings.**

Date / Time	Issue(s) / Concern(s)	Action Taken <small>State what the mentor is doing to support the mentee.</small>	Mentor Signature	Mentee Signature

Use separate log sheet for each beginning teacher and address individual needs. Communication logs are due on the above dates. They will not be accepted if they are more than 10 days late. Mentor and mentee must sign at each of the 6 meetings. Keep copies for your own records. Fax to 972.794.3535.