



## Dallas Independent School District

New Teacher Support and Mentoring Department

### Mentor Contract - 2008 - 2009

The NEW TEACHER MENTORING AND DEVELOPMENT DEPARTMENT OF THE DALLAS INDEPENDENT SCHOOL DISTRICT hereby assigns the undersigned professional teacher as a site mentor for \_\_\_\_\_.

(Name of School)

accepts the assignment and understands and agrees with the **following criteria:**

1. I hold valid Texas Teaching credentials.
2. I have a full-time teaching assignment.
3. I have a minimum of three years teaching experience (at least one year with DISD).
4. I have been rated "proficient" or "exceeds expectations" on my evaluations for at least the last three years.
5. I have my principal's recommendation.
6. I will attend all necessary mentor training sessions/meetings as set forth by the NTSM department.

**and responsibilities:**

1. I will attend the required intensive mentor training.
2. I will attend all NTST monthly meetings and social activities on my campus.
3. I will observe my assigned mentee(s) at the beginning of each semester, and submit the classroom observation forms to the NTSM department by fax - 972.794.3535.
4. I will submit an Action Plan at the beginning of each semester as per the date stated on the form by fax - 972.794.3535.
5. I will submit Communication Logs to the NTSM as per dates stated on the form by fax - 972.794.3535.
6. I will meet with my assigned mentee(s) on a regular basis (at least once a week) to collaborate, and will provide additional support based on the Action Plan set forth for each individual mentee.
7. I will maintain confidentiality of all shared information between myself and the mentee(s).

The mentor must adhere to the requirements for documentation and to the timelines established by the program in order to be compensated at the end of the contracted time. The stipend will appear in the June 2009 paycheck. Issues of pay will not be addressed after July 1, 2009.

\_\_\_\_\_  
Print Mentor's Name

\_\_\_\_\_  
Mentor's Signature

\_\_\_\_\_  
Date