



# NEWTON PUBLIC SCHOOLS SEPTEMBER/OCTOBER 2021 MENTORING MEMO

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Photo by Jeremy Thomas @jeremythomasphoto

## FOCUS: TRANSITIONS

Congratulations on making it through the first weeks of school. By now mentors and new educators have established relationships with students and put regular classroom routines into place

In the first 6-8 weeks it is important for educators to focus on creating connections with students and their families. This year, families may be extra anxious as learners have all transitioned back to in person learning. Some learners may be experiencing some significant challenges readjusting to classroom learning and thus need more TLC and support .

The CDC has some recommendations for [HELPING CHILDREN TRANSITION BACK TO SCHOOL](#). This website also has some practical advice for helping families to manage transitions that can be shared as appropriate.

Relationship building with students and families is always key to a successful start to the year.

## MENTORING

Hopefully mentors and mentees have settled into a mentoring routine that includes regularly scheduled meeting times. While every new educator has different needs, consider meeting a minimum of once a week until the new educator is comfortable in their new routine. **Mentors** should track all meeting times on the [15 HOUR LOG](#).

Additionally, mentors and new educators may consider setting and tracking goals using the [MONTHLY NEEDS ASSESSMENT](#).

Other mentoring resources are available on the [TEACHING & LEARNING WEBSITE](#).

## EVALUATION 21/22

In October and November, evaluators will be conferencing with Non-PTS (non professional teaching status) teachers about setting evaluation goals and creating a Developing Educator Plan.

Mentors should talk to new educators about the possibility of participating in team goals and how to find the appropriate "team" for collaboration.

See the Key dates below for more on Evaluation. Training is often School-based but you can find the training videos on [THE HUMAN RESOURCE WEBSITE](#)

## KEY DATES IN OCTOBER 2021

**October 7 :** Early Release Day

**October 11:** Indigenous People's Day - No School

**October 15:** Evaluation training must be complete by this date

**October 20:** Elementary mentor/mentee time w/ facilitator check-ins

**October 29:** Educators new to Newton meet with evaluator to complete self-assessment and draft goals

# CURRICULUM, PLANNING, AND ASSESSMENT - MONTHLY TOPICS

|                            |                             |                         |                      |
|----------------------------|-----------------------------|-------------------------|----------------------|
| <u>Elementary Teachers</u> | <u>Art Teacher</u>          | <u>Music Teacher</u>    | <u>PE Teacher</u>    |
| <u>IT Specialist</u>       | <u>Librarian</u>            | <u>Special Educator</u> | <u>ESL Teacher</u>   |
| <u>Psychologist</u>        | <u>Literacy Specialists</u> | <u>Math Coach</u>       | <u>Social Worker</u> |

Discuss in Mentor/Mentee Pairs:

- Does the new educator have access to all resources available for executing the curriculum?
- Has the new educator been introduced to the curriculum coordinators and coaches who support them?

## TEACHING ALL STUDENTS

- Access to learning
  - How have you been coming to understand your students' physical, emotional, and learning needs (nurse's list of medical needs, IEPs and 504s, observations)?
  - How have you been assessing where students are in their learning and what gaps exist?
  - Do all your students/families have access to the internet? How do you know?
  - How are you integrating choices and multiple means of engagement, representation, and expression into your lessons?
- Social-emotional Learning
  - How are you caring for your self and others during these stressful times ?**
- Supporting students of color
  - How have you proactively reached out to families of students of color?

## FAMILY AND COMMUNITY ENGAGEMENT

- How are you maintaining regular communication with all families?
- How are you partnering with families to understand the needs of the child?
- When is the next Parent Conferencing Time? What is expected of the mentee in terms of participation?
- How will your classes recognize Indigenous People's Day? [POSSIBLE RESOURCES](#)

## PROFESSIONAL CULTURE

- Have mentors and new educators set up regular meeting times whether they be virtual meetings or face to face?
- How is the new educator availing them self of expertise beyond the mentor, such as the members of their PLCs , coaches, and other school or district-based teams?
- Does the new educator need help connecting to district affinity groups for educators of color or LGBTQ+? Contact Kathy Lopes, lopesk@newton.k12.ma.us for BIPOC affinity and Michael Kozuch, kozuchm@newton.k12.ma.us for LGBTQ+ affinity.