Brevard Public School

Induction Agreement Form

Mentee Name: (Print)_____Employee number:_____

School Name:_____Employment Start Date:_____

Certificate Type: (Circle) Professional Temporary

Collective Commitments

Building Level Administrator: (Print)_____

Building Level Administrator Signature:_____

As a building-level administrator, I will choose a mentor teacher for my new teacher. When possible, I will choose to pair them with the same grade level/subject certified mentor teacher. I will monitor my participants by meeting with my lead mentor teacher and review their role in the induction process once a semester. I will be responsible for collecting all school-level documents and retaining those documents for 5-years. I will be responsible for ensuring that my new teacher can observe a (HE) Highly Effective teaching classroom and allow time for my mentors to visit mentee classrooms. I will also provide a checklist of accomplished practices to the district at the end of induction year two for any mentee on a temporary certificate.

Lead Mentor: (Print)_____

Lead Mentor Signature:_____

As Lead Mentor, I will provide support to my building-level administrator by tracking the progress of all induction participants and collecting and submitting all required district forms. I will work to support the mentors in my building and continue to provide monthly professional development.

School Based Mentor: (Print)_____

School Based Mentor Signature:_____

As a School Based Mentor, I will provide direct support services to the mentee I have been assigned by my administrator. I will complete observations and work regularly with my mentee according to his/her induction requirements. I will complete any necessary paperwork and provide assistance to my mentee in completing his/her required paperwork for the induction program.

Mentee: (Print)_____

Mentee Signature:_____

As a new teacher in Brevard Public Schools, I agree to work with my mentor teacher to continually improve my teaching practices and work to achieve positive student outcomes. I will be responsible for tracking my mentoring sessions and completing my classroom observations. I will complete my professional development requirements and maintain my required mentor log for later submission to my mentor at the end of the school year.

A copy of this form should be retained for a 5-years the building level.