



*"Great things come from small beginnings!"*

To: Mentors

From: Marilyn Smith, Mentor Teacher Leader  
Christie Dickens, Assistant Superintendent

Date: August 19, 2011

Subject: Monthly "Community of Mentoring Practices" Trainings

We are excited to share with you the information on the upcoming "Community of Mentoring Practice" trainings we will be providing as part of the *QPS Teacher Mentor Project*. Trainings will be held each month for **all mentors**. Each month's training will run from 3:45 – 5:15. Because we have both new and continuing mentors again this year, the training will be divided. **Continuing mentors will only attend from 3:45 – 4:30. New mentors will attend the entire training time 3:45 – 5:15.** This will allow all mentors to be together for mentor support and collaboration, and for new mentors to receive their initial year of mentoring training.

The following dates, times, and topics have been arranged. Each session will be held at the Board of Education Office at 1416 Maine in Room 214. **Please plan to attend all trainings and receive staff development credit and a stipend.** As always, if you have any questions please contact either one of us.

| <i>Date</i>           | <i>Time</i> | <i>Topic</i>  |
|-----------------------|-------------|---|
| <b>Sept. 07, 2011</b> | 3:45 – 4:30 | Mentor Support and Collaboration – Electronic data collecting |
|                       | 4:30 – 5:15 | Building a trusting relationship / Categories of support      |
| <b>Oct. 5, 2011</b>   | 3:45 – 4:30 | Mentor Support and Collaboration                              |
|                       | 4:30 – 5:15 | Formative Assessment I  |
| <b>Nov. 2, 2011</b>   | 3:45 – 4:30 | Mentor Support and Collaboration                              |
|                       | 4:30 – 5:15 | Formative Assessment II                                       |
| <b>Dec. 14, 2011</b>  | 3:45 – 5:15 | Celebration with Protégés – IFT Office                        |
| <b>Jan. 4, 2012</b>   | 3:45 – 4:30 | Mentor Support and Collaboration                              |
|                       | 4:30 – 5:15 | Adult Learning Theory   |
| <b>Feb. 1, 2012</b>   | 3:45 – 4:30 | Mentor Support and Collaboration                              |
|                       | 4:30 – 5:15 | Reflective Practices  |
| <b>Mar. 7, 2012</b>   | 3:45 – 4:30 | Mentor Support and Collaboration                              |
|                       | 4:30 – 5:15 | Analyzing Student Work / Authentic Assessment                 |
| <b>April 11, 2012</b> | 3:45 – 4:30 | Mentor Support and Collaboration                              |
|                       | 4:30 – 5:15 | Strategic Planning  |
| <b>May 16, 2012</b>   | 3:45 – 5:15 | Celebration with Protégés – IFT Office                        |