

**Teacher-Mentor COLLABORATIVE DISCUSSION GUIDE**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Mentee:** | | **Mentor:** | | **Date & Time:** | |
| **Grade Level/Subject:** | | | | | |
| **SLGs/Goals:** | | | | | |
| *Check all that apply:* | | | | | |
| * Modeling Lesson * Observing Instruction * Discussing Content Standards | * Planning Lesson * Problem Solving * IEP Development/Meeting | | * Pre-Observation Conference * Post-Observation Conference * Observing Veteran Teacher | | * Communication with Parents * Discussing Case Study Student * Reflecting |
| **Successes** (improvement strategies, building relationships, management, etc.): | | | **Focus** (challenge, concern, collaborative project, etc.): | | |
| Evidence/Data | | | Evidence/Data | | |
| **Mentee’s next steps:** | | | **Support Needed From Mentor:** | | |
| **Next meeting date and time:** | | | **Focus:** | | |

**District Puts Own Teacher Evaluation Rubric Here (Danielson, Marzano, Marshall, Legends, etc)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Professional Responsibilities** | **Planning & Preparation** | **Classroom Environment** | **Instruction** |
| * Reflecting on Teaching | * Knowledge of Content & Pedagogy | * Environment of Respect & Rapport | * Communicating with Students |
| * Maintaining Accurate Records | * Knowledge of Students | * Culture for Learning | * Question & Discussion Techniques |
| * Communicating with Families | * Setting Instructional Outcomes | * Managing Classroom Procedures | * Engaging Students in Learning |
| * Participating in Professional Community | * Knowledge of Resources | * Managing Student Behavior | * Using Assessments in Instruction |
| * Growing & Developing Professionally | * Designing Coherent Instruction | * Organizing Physical Space | * Flexibility & Responsiveness |
| * Showing Professionalism | * Designing Student Assessments |  |  |

Based on models of Cognitive Coaching from Costa and Garmston, Collaborative Coaching from West Ed, and Appreciative Inquiry from https://appreciativeinquiry.champlain.edu/ as adapted by TeachOntario Canada in Mentoring for All, and New Teacher Center CAL, 2016