**End of Year Reflection and Goal Setting Collaborative Discussion Guide**

Use this form to guide and record a Teacher-Mentor Reflective Conversation that helps Beginning Teachers reflect on their year and set goals for next year.

| **Mentor:** | **Beginning Teacher:** | | **Date:** |
| --- | --- | --- | --- |
| **Focus of Conversation: End of Year Reflection** | | | |
| **Successes** (What went well this year that you would like to continue next year? Consider:   * Classroom Management   Subject Areas Taught   * Meeting the Needs of Specific Students * Parent Communication * Relationship Building with Students, Parent, Colleagues * Using Assessments to Guide Instruction * Other areas | | **Focus** (What did not go so well this year that I might focus on improving next year? Choose 2-3 things to focus on, too many will become overwhelming.) | |
| Evidence/Data | | Evidence/Data | |
| **Teacher’s goals for Next Year:** (Choose 2-3 goals to work on next year, and include at least one goal that continues a successful practice from above. | | **Support Needed From Others:** What support might be helpful from a mentor, or, if mentor program completed, from colleagues, admins, etc.?) | |

Adapted from New Teacher Center