

Professional Learning Mentorship Application

Professional Learning Mentorships will have access two (2) release days per person per year to a maximum of four (4) release days total. This release is to provide mentorship opportunities to teachers new to the profession. Mentees should have fewer than five years teaching experience, Mentors should have a minimum of five years teaching experience. All applications must be received prior to June 7th, 2024 to be considered for funding. Please wait for approval prior to using release time as funds are limited. Applicants will be notified if approved. Submit application by fax to 250-756-0188, by email to lx68vp2@bctf.ca, by SD#68 Courier or by mail to 3137 Barons Road, Nanaimo BC V9T 5W4.

MENTORSHIP PARTICIPANT INFORMATION			
#1	Mentee		School
	Phone		Email <small>(not SD68)</small>
#2	Mentor		School
	Phone		Email <small>(not SD68)</small>
Mentee Goal: What are you wanting to focus on? (see back of application form for examples)			
Action Plan: How are you planning to work together?			

NOTE: All TTOC time must be used by May 31st of each year. The NDTA must be informed of release dates before they are taken.

Name: _____		Name: _____	
Date	TTOC Time (0.5, 1.0)	Date	TTOC Time

NDTA Office Use Only	
PD Committee Authorization: _____	
Date Entered _____	Date Received _____

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<p style="text-align: center;">INFORMATION ABOUT POLICIES & PROCEDURES</p> <p>teacher evaluation system paperwork/deadline expectations of principal communicating with parents district policies and procedures</p>	<p style="text-align: center;">ACCESSING RESOURCES</p> <p>organizing/setting up classroom accessing materials & resources arranging field trips ordering materials/using library resources working with support services</p>
<p style="text-align: center;">WORKING WITH STUDENTS/WELLNESS</p> <p>establishing class routines motivating reluctant learners maintaining student discipline adapting/modifying for individual learners implementing curriculum evaluating student progress student health and wellness personal health and wellness</p>	<p style="text-align: center;">MANAGING TIME</p> <p>organizing my day/week lesson planning following daily/weekly schedule attending meetings supervising extra-curricular activities pro-d opportunities maintaining personal/professional balance</p>

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