



Building Partnerships for Tomorrow

45 Cardinal Drive
Westfield New Jersey 07090
Phone: 908-233-9317
Fax: 908-233-7432

Transportation Fax: 908-518-1669

Terry Foppert
Superintendent
tfoppert@ucesc.org

Michael J. Kowalski
Assistant Superintendent
mkowalski@ucesc.org

Robert A. Behot, Ed.D.
Business Administrator/
Board Secretary
rbehot@ucesc.org

William C. Schaarschmidt
Transportation Coordinator
wschaarschmidt@ucesc.org

**UCESC Mentoring Plan
Authorization for Payroll Deduction of Mentor's Fee:
Four-Week Mentoring Phase**

Novice Teacher's Name: _____

School: _____

Title of Provisional Certificate: _____

Full Time Equivalency: (check one)

- _____ Full Time
- _____ 4/5 Time
- _____ 3/5 Time
- _____ 2/5 Time
- _____ 1/5 Time
- _____ Other (Explain) _____

Commencement Date of Four-Week Mentoring Phase: _____

Payroll Deduction Authorization:

I hereby authorize the Union County Educational Services Commission to deduct \$450.00 from my paycheck at the conclusion of my four-week mentoring phase to be paid to the following mentor teacher:

Mentor Teacher's Name: _____

In the event the four-week mentoring phase has not been completed at the conclusion of this school year or upon my termination of employment, I hereby authorize UCESC to deduct a prorated share of the mentoring fee from my final paycheck to be paid to my assigned mentor.

Novice Teacher's Signature: _____ **Date:** _____