



Building Partnerships for Tomorrow

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## UCESC Mentoring Plan Mentoring Contract

Union County Educational Services Commission recognizes that teacher effectiveness has a profound impact on student achievement. It is our strong belief that lessons learned during the first years in the classroom shape the future performance of novice teachers. This contract establishes a collaborative team of administrators and educators to ensure that the novice teacher receives the individualized support, collegial conversations, professional development, supervision, evaluation, and feedback needed to ensure a positive and successful adjustment.

***The mentor and the novice teacher hereby agree:***

- To develop a professional and collegial working relationship by discussion of expectations and by arriving at a mutual understanding about how to work together effectively
- To keep confidential all discussions related to the mentoring process

***The mentor hereby agrees:***

- To develop an individual plan of support based upon the recognition of the professional training, background, experiences, and expressed needs of the novice teacher.
- To provide the novice teacher with feedback, coaching, and support based on regularly scheduled weekly meetings and classroom observations.
- To remain available for informal support and consultation.

***The novice teacher hereby agrees:***

- To observe and model the instructional practices demonstrated by the mentor teacher.
- To remain receptive and follow through on the recommendations of the mentor teacher.
- To seek out the mentor for guidance regarding any questions or issues that may arise.

***The principal hereby agrees:***

- To observe and evaluate the novice teacher in accordance with N.J.A.C.6A:9-8.6.
- To provide support to both the mentor and novice teacher.
- To refrain from soliciting evaluative comments from the mentor regarding the novice teacher.
- To ensure that all involved parties follow all New Jersey regulations for mentoring aligned with the NJ Professional Standards for Teachers and the approved district mentoring plan.

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Mentor Teacher's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Novice Teacher's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Date

**Union County Educational Services Commission**  
**www.ucesc.org**