Minutes from the MAS Mentor Forum
September 14, 2009
3:30-4:30pm

In Attendance: Arista Elder, Sarah Thusius, Nicole Watson, Jeff DeGlopper, Peggy Block, & Rachel Schemelin
Recorder: Rachel Schemelin

Connecting: Why Are We Here?
 Purpose: To establish the purpose and expectations for the MAS Mentor Forums to ensure they are value-added and relevant to the needs of the MAS Mentors

1. Group read the quote from Wendy Baron and reviewed the research/chart on professional learning strategies and their level of impact. The group discussed expectations and goals for meeting bi-monthly to develop confidence in their mentoring skills and create greater consistency among the work of the BT and mentors at MAS. The group discussed brining data (i.e. CALs) to the next meeting for reflection. Additionally, the group reviewed parts of the mentoring handbook and discussed using the provided timeline to plan mentoring with the BT.

2. Group discussed questions posed by each other and offered possible solutions. Rachel offered to discuss some mentor/BT matches with Judy to see about possible switches because of conflicts of interest. Group discussed PD needs of BTs and mentors will check with achievement directors and associate principals about professional development funding. For example, some BTs may benefit from training on classroom management and differentiation. Rachel will also check with Rhonda because maybe SEWNTP either offers or can offer free workshops on these topics.

Learning: Mentor Formative Assessment Cycle
 Purpose: To develop a broad understanding of the purpose and scope of on-going mentor support/mentor forums and professional development

1. Group reviewed the mentor formative assessment cycle and discussed the idea of mentor fidelity. Group discussed the idea of documenting mentoring for possible stipend with CALs rather than a list of times met. Additionally, group discussed how the mentor forums can support mentor fidelity, accountability and growth.

Learning: MAS Mentor Collaborative Assessment Log (CAL)
 Purpose: To share an issue of practice that is challenging and receive collegial feedback for ideas and support

1. Mentors worked individually to complete the adapted CAL to on what's working with their mentoring work with the BT, what are the challenges, concerns, questions they have, what are their next steps, and what support do they need from the mentor forum group or Rachel. Mentors took turns sharing their reflections/CALs with the larger group.

Managing:

- Group discussed use of building sub to provide release time for mentors/BTs to do observations and post-observation meetings, peer observations, etc. Group discussed the importance of doing observations/meetings when it is both convenient for the mentor and BT and making sure that the lessons BTs really want the help with are the ones being observed. Mentors will email Rachel the requested times so that she can work with the associate principals to schedule Ms. Sackstedder. The group also discussed how Ms. Sackstedder may get called at the last minute to cover another classroom.

- Group discussed brining data (CALs) to the next meeting. The group has concerns about maintaining confidentiality while sharing CALs. Rachel will find out from Rhonda more what the format for this data review will look like.

- Group discussed the role of the mentor at the BT, AD, & AP quarterly non-evaluative meetings. Remind BT that there are only 4-5 weeks left in quarter for BT to schedule these meetings.

- Upcoming Meeting Dates:
  Tuesday November 10 (4-5) HS Room 202
  Tuesday January 19 (3:30-4:30)
  Wednesday March 3 (4-5)
  Monday May 10 (3:30-4:30)

Closure: Reflection – What next steps will you take to improve your mentoring and provide better support for your mentees?