

## My Learning Plan- Mentor Log Exemplars

9/5/18: We discussed opening days of school, basic lay-out of class and ideas for first day activities. Basic technology was reviewed ex. SmartBoard, attendance, and printing. Next meeting we will discuss the summer workshop and getting to know the people in the building.

9/12/18: We discussed the summer Literacy Workshop and Close-Reading. We strategized ideas of how to incorporate techniques into classroom. We took a tour of the school and introductions were made to various people (office staff, nurses, guidance and others in discipline). Issues to follow-up on: difficulty with phone password and requesting a substitute if needed.

2/2/19- We discussed upcoming parent conferences. We reviewed the format for the conferences, how best to prepare and what to expect. I offered a few suggestions about how to offer warm and cool feedback about student progress. We will debrief after conferences.

4/10/19: We talked about upcoming MCAS. We discussed lesson topics that should be covered prior to MCAS, pacing and shared materials used to assist the students. We discussed scheduling on those days and particular needs of students regarding MCAS.

## Mentor Observation Log Exemplars

11/14/18: I observed a class where close reading techniques were modeled and practiced. Students were introduced to specific ways to markup a text. Techniques were modeled first and then students worked in groups. At her request, I observed her specifically in regards to her questioning of students. Did she ask probing questions? Did she provide adequate wait time? Did she call on a variety of students?

4/12/19: I observed a small group (10 students) math lesson. Students were reviewing before an upcoming assessment. I observed two students that have frequently demonstrated off-task behaviors. She wanted me to record when they became off task (time and during what part of the lesson), how they were demonstrating off task behaviors, and how she responded to them.

**Remember to maintain confidentiality and submit the entire group of logs on or before deadlines. Mentees are not required to maintain any logs on MLP.**