**Teacher-Mentor COLLABORATIVE DISCUSSION GUIDE**

| **Mentee:** **Mentor:**  **Date:** **Time:**  |
| --- |
| **Grade Level/Subject:** |
| **SLGs/Goals:** |
| *Check all that apply:*\_Modeling Lesson \_Planning Lesson \_Pre-Observation Conference \_Communicating with Parents\_Observing Instruction \_Problem Solving \_Post-Observation Conference \_Discussing Case Study Student\_Discussing Content Standards \_IEP Development/Meeting \_Observing Veteran Teacher \_Reflecting  |
| **Successes** (improvement strategies, building relationships, management, etc.): | **Focus** (challenge, concern, collaborative project, etc.):  |
| Evidence/Data | Evidence/Data |
| **Mentee’s next steps:** | **Support Needed From Mentor:** |

 **Next meeting date and time:**  **Focus:**

 **District Puts Own Teacher Evaluation Rubric Here (Danielson, Marzano, Marshall, Legends, etc)**

**Professional Responsibilities** **Planning & Preparation**   **Classroom Environment** **Instruction**
☐Reflecting on Teaching ☐Knowledge of Content & Pedagogy ☐Environment of Respect & Rapport ☐Communicating with Students
☐Maintaining Accurate Records ☐Knowledge of Students ☐Culture for Learning ☐Question & Discussion Techniques
☐Communicating with Families ☐Setting Instructional Outcomes ☐Managing Classroom Procedures ☐Engaging Students in Learning
☐Participating in Professional Community ☐Knowledge of Resources ☐Managing Student Behavior ☐Using Assessments in Instruction
☐Growing & Developing Professionally ☐Designing Coherent Instruction ☐Organizing Physical Space ☐Flexibility & Responsiveness
☐Showing Professionalism ☐Designing Student Assessments