Mentor Teacher Responsibilities

The mentor’s responsibilities include the following:

A. Participate in online video conference (Facetime, Skype, Google Hangout) which includes the intern, principal, and mentor teacher for ELED or SCED. Contact Shannon Johnson (shannon.johnson@usu.edu) to schedule a time.

B. Work closely with the intern and university at the beginning of the internship experience in a Triad conference to decide upon the course of study and the goals for the year (i.e. review scheduling, first day, first month, first year, etc., review calendar dates, etc.).

C. Make 4 visits/official observations using the Formative Feedback Form (TEAL Website) during the first semester in order to provide appropriate support and feedback for the intern. Please have the intern submit these forms to the ELED and SCED Canvas courses or julia.lyman@usu.edu, (SPED).

D. Provide a final summative evaluation (this link will be emailed to you) of the intern's teaching abilities as well as any other appropriate data on the intern's progress at the end of the first semester of the internship.

E. SPED interns are observed twice, once at midterm and at the end of the semester.

F. Work closely with the intern's university supervisor in order to provide a successful teaching experience for the intern.