

## **Mentor/Mentee/ Buddy Meeting and Workshop Policy**

PDC provides Teacher Development Meetings to support the first and second-year teachers (referred to as Mentees) of the district. These Teacher Development Meetings are to be attended with the first and second-year teachers' Mentors. These workshops are held after school from 3:30 – 4:30 pm. The schedule for these meeting will be handed out at the beginning of the school year.

If there are extenuating circumstances as to why an absence is necessary from a required workshop, the mentor or mentee must get prior approval for being absence from their administrator.

Mentor I and Mentor II are required to attend the New Teacher Workshop in August with their Mentees. They will spend the entire day with their Mentees. (Mentors will be paid \$18.75 an hour for this day.)

Buddy Teachers are required to attend the New Teacher Workshop in August with their assigned new-to-the- district teacher. They will only have to be there for two hours. (Mentors will be paid \$18.75 an hour for this day.)

### ***Failure to attend a required Teacher Development Meeting without prior administrator approval will results in the following:***

Mentor I and II - \$25 will be deducted from mentor stipend for every absence.

Mentees – First and second-year teachers must research and write a paper on the topic of the workshop not attended. Paper must be two pages in length and turned into the building administrator and the Mentor Co-Chair within two weeks for each workshop missed.