



**Putnam/Northern Westchester
BOARD OF COOPERATIVE EDUCATIONAL SERVICES**

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Mentor Teacher Intern Program**

The Mentor Teacher Intern Program (MTIP) is designed to support teachers who are new to Putnam/Northern Westchester BOCES and who are either new to the profession or working under a different certification. The mission of the program is to provide teachers during their probationary period with assistance that will enable them to be successful in their teaching role. The program will support teachers for either two or three years, depending upon the length of their probationary period. In addition, the program strives to increase the retention of promising teachers and build a community of professional learners, while meeting the regulations of the New York State Education Department. MTIP is jointly funded by a grant from the NY State Education Departments Office of Teaching Initiatives and PNW BOCES.

YEAR 1

Each intern will be assigned an individual mentor who has been trained and selected by the Mentor Advisory Committee consisting of administrators, teachers and union members. Whenever feasible, the mentor will be certified in the same subject area as the intern and located in close proximity. If possible, the intern will meet his/her mentor during the New Employee Orientation. The mentor and intern are expected to meet a minimum of one hour per week. This time will be used for collaborative planning, visits to the classrooms of master teachers, curriculum development, analyzing teaching practices/student achievement, and dissemination of BOCES policies and procedures. These meetings will take place on a regular basis and must comply with the mandated 10% release time as specified in the MTIP grant. The intern will attend professional development workshops that satisfy The NY State Education Department requirements such as "Race to the Top" initiatives related to the Common Core Standards.

YEAR 2

The second year intern will work with the MTIP Coordinator and will have monthly meetings as needed. The Coordinator will support the intern in the same areas as described for the first year. The intern will also attend professional development workshops.

YEAR 3

In the third year of the program, the intern will formulate a professional development plan based upon recommendations made by administrators in previous observations as well as his/her personal goals for professional growth. The plan is submitted to the supervisor at the beginning of the 3rd year and coordinator, intern and supervisor will meet to review the plan. The MTIP Coordinator will meet as needed with the intern and provide support and trainings to assist the intern in achieving his/her goals set forth in the plan. If a tenure portfolio is required, the MTIP will provide support.

Service and Innovation Through Partnership

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