**ESSEX COUNTY SCHOOLS OF TECHNOLOGY**

**MONTHLY MENTOR REPORT**

**Mentee:**

Mentor/Coach**:**

Month**:**

|  |  |  |  |
| --- | --- | --- | --- |
| Gradebook & Schoology-Attendance, Grades | Lesson Planning (edConnect) | Observations & Walkthroughs  (MyLearningPlan) | Curriculum- Standards Alignment, Pacing |
| Review Rubrics for Success | Smartboard | End of Year Procedures | Student Support (CIE, SEL, I&RS) |
| Framework for Teaching | Data Analysis | Student Growth Objectives | ScIP |
| Classroom Environment | Industry Recognized Credentials | Student Portfolios | PD & PLCs |
| NJSLA Preparation | Pre-Conferences | Progress Reports | Budget Preparation |
| Professional Standards for Educators | Midterms/Finals | Comment Bank | Contact Log (PowerSchool) |
| Policies and Procedures | Formative Assessments | Individual PDPs | Other |

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| --- | --- | --- | --- | --- | --- |
| **Date:** | **Description of Activities** | **Relevant**  **Component in**  **FFT** | **From** | **To** | **Total**  **Time** |
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TOTAL MONTHLY HOURS:

Mentor’s Signature:

Date:

Mentee’s Signature:

Date: