

# Data Collection Tool

## Samples

# Year 1 Initial Educator Survey 2012-2013

Please complete this form describing your experiences as part of the New Teacher Mentor Program.

\* Required

## 1. Please check the box that best describes your current position in the Sun Prairie School District. \*

Check all that apply.

- Classroom Teacher
- Special Education Teacher
- Pupil Service Professional
- Resource Teacher

## 2. Please check the box that describes your current employment status. \*

Check all that apply.

- 1 FTE (Full time)
- .6-.9 FTE
- .5 FTE
- Less than .5 FTE

## 3. Program Feedback

Mark only one oval per row.

	Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree
My mentor listens attentively	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor provides resources as requested and makes suggestions for additional resources	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor encourages me to reflect on lesson planning and student work	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor maintains confidentiality	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor follows through on commitments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor creates an environment of trust, caring, and	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

honesty

My mentor respects my time and meets my needs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor helps me understand my school community	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor encourages me to connect with people and resources in my building	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor is knowledgeable about instructional strategies	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor helps me develop strategies to improve my classroom practice	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor helps me find and use content standards in my instruction	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor uses knowledge of Wisconsin Teacher Standards/ Danielson's Domains/ Common Core to advance my practice	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor recognizes Wisconsin Teacher Standards/ Danielson's Domains/ Common Core in my teaching	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor promotes my understanding of diverse student background	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor shares feedback from observations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor uses observations to focus our conversations and to identify needs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor helps me self-assess my practice based on feedback from observations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor models the habits of a reflective practitioner	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor supports me and provides feedback	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor meets with me weekly	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor uses the collaborative assessment log to record our weekly meetings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

My mentor regularly observes my teaching	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor focuses our discussions on student learning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor encourages me to maintain parent communication	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My mentor connects me with veteran teachers in the district	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
New Teacher workshops influenced my classroom practice	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**4. Please describe how the mentor program has been valuable to you.**

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**5. How could the mentor program better meet your needs?**

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**6. Untitled Question**

.....



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**MENTOR PROGRAM ASSESSMENT: NEW TEACHERS**

**Please rate each statement using the following scale:**

1=Strongly Disagree 2=Disagree 3=Agree 4=Strongly Agree N/A= Did not experience

As a new teacher, I felt...

- 1. The relationship I had with my mentor was positive. 1 2 3 4 N/A
- 2. My responsibilities as a new teacher were clearly communicated. 1 2 3 4 N/A
- 3. My responsibilities as a new teacher were appropriate and realistic. 1 2 3 4 N/A
- 4. The assistance/support I received from my mentor was of benefit. 1 2 3 4 N/A
- 5. The assistance/support I received from the principal was of benefit. 1 2 3 4 N/A
- 6. The assistance/support I received from other faculty was of benefit. 1 2 3 4 N/A
- 7. Time with my mentor was adequate for planning, conferencing, etc. 1 2 3 4 N/A
- 8. The PD opportunities (DCNTP Seminars) were helpful. 1 2 3 4 N/A
- 9. My mentor clearly understood and fulfilled his/her responsibilities. 1 2 3 4 N/A
- 10. My mentor was professional and positive in dealing with me. 1 2 3 4 N/A
- 11. I was able to show adequate growth in fulfilling expectations. 1 2 3 4 N/A
- 12. I now have the skills and attitude to be an effective teacher. 1 2 3 4 N/A
- 13. Any problems were resolved constructively and professionally. 1 2 3 4 N/A
- 14. The mentoring program was well organized and ran smoothly. 1 2 3 4 N/A
- 15. What I liked best about my mentor was...

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16. Suggestions I have about making the mentoring experience better are...

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17. In my 2<sup>nd</sup> year of mentoring, I hope to...

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# Mentor Data Template

\* Required

## Beginning Teacher \*

## Date

## Time (minutes)

## Meeting/Observation

- Face to face meeting
- Phone/Skype
- Observation
- Brief check-in

## Tools used

- CAL
- Selective Scripting
- Content, Strategies, Alignment
- Seating Chart
- School Community Resources
- Self-Assessment
- Standards Continuum
- Mid-Year Review
- Professional Growth Reflections
- Parent Communication
- Lesson Plan A/B
- PDP
- Analysis of Student Work
- Veteran Teacher Observation
- Electronic Version of Tool
- Videotape
- iPad
- Other

## Standards addressed

- 1 Teachers know the subjects they are teaching.
- 2 Teachers know how children grow.
- 3 Teachers understand that children learn differently.
- 4 Teachers know how to teach.
- 5 Teachers know how to manage a classroom.
- 6 Teachers communicate well.
- 7 Teachers are able to plan different kinds of lessons.
- 8 Teachers know how to assess student progress.
- 9 Teachers are able to evaluate themselves.
- 10 Teachers are connected with other teachers and the community.
- Pupil Services Standards
- Mentor Standards

**Notes and comments****Effective Closure for Mentor/BT Meetings**

- Established Ending Time
- "In what ways was this meeting helpful?"
- Established next steps
- Connect meeting topics to Teacher Standards

**Mentor assessed value of meeting****BT stated usefulness of meeting**

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