



2019-2020 CIT LEAD TEACHER-MENTOR FORUMS

Please note the locations and dates of the forums

CIT Lead Teacher-Mentor Forums ARE REQUIRED FOR ALL ACTIVATED MENTORS.

(Non-activated mentors are encouraged to attend all forums in order to be prepared when they are activated.)

- September 23, 2019** 4:00-7:00 p.m. **ALL MENTOR FORUM 1: Welcome—Dinner – Meet Your Panel Contact!**
Temple B'rith Kodesh, 2131 Elmwood Ave
On-Line MENTOR DATA and INTERN/PROF SUPPORT TEACHER DATA FORMS DUE
- October 21, 2019* *Optional for experienced mentors, required for new mentors: STATUS REPORT CLINIC*
3:15-4:30 p.m. OR 4:45-6:00 p.m. RTA/NYSUT Building, 30 N. Union St. (See Below.)
- November 18, 2019** 4:00-6:00 p.m. **MENTOR FORUM 2: School Without Walls 480 Broadway, Snacks provided.**
FALL STATUS REPORT DUE

Schedule PEER OBSERVATION and CIT PANEL OBSERVATION any time from now through the end of March.

STATEMENT OF CONCERN DUE any time from now through the end of January
(Using the rubric, if your intern is assessed as Ineffective in any of the domains, you should write a statement of concern with concrete suggestions.)

- January 27, 2020** 4:00-6:00 p.m. **MENTOR FORUM 3, School Without Walls 480 Broadway, Snacks provided.**
MID-YEAR INEFFECTIVE REPORT DUE for Interns with more than one domain rated "Ineffective"
- February 15, 2020** **INTERN OF THE YEAR NOMINATIONS DUE**
- March 16, 2020** 4:00-6:00 p.m. **MENTOR FORUM 4 School Without Walls 480 Broadway; Snacks Provided.**
SPRING STATUS REPORT DUE
- March 31, 2020** **Peer Observations and CIT Panel Observations should be competed.**
- April 15, 2020** **If you are not recommending your intern for continuation, you must send a copy of your final report directly to CIT by April 15th.**
- May 18, 2020** 4:00-7:00 p.m. **MENTOR FORUM 5: Reflecting and Celebrating – Interns of the Year**
Temple B'rith Kodesh, 2131 Elmwood Avenue, **Dinner Provided!**

Complete FINAL REPORTS ON INTERNS in preparation for MENTOR REVIEW OF RECORDS meeting with Panel Contact

- May 31, 2020** **MENTOR REVIEW OF RECORDS meeting with CIT Panel Contact should be completed.**
MENTOR SELF-EVALUATION DUE
- June 9, 2020* *CIT Mentor/Intern Social, Time and Location TBD, RSVP will be requested.*

Dates listed in BLUE are required for NEW mentors.

- July 22-25, 2019** 12:00-5:00 p.m. RTA Conference Room A, 3rd floor, 30 N. Union St.
NEW MENTOR TRAINING
- September 16, 2019** 4:00-6:00 p.m. RTA Conference Room A, 3rd floor, 30 N. Union St.
LEARNING-FOCUSED CONVERSATIONS TRAINING #1
Bring your copy of *MENTORING MATTERS* by Laura Lipton & Bruce Wellman
- October 7, 2019** 4:00-6:00 p.m. RTA Conference Room A, 3rd floor, 30 N. Union St.
LEARNING-FOCUSED CONVERSATIONS TRAINING #2
- October 21, 2019** 3:15-4:30 p.m. OR 4:45-6:00 p.m. RTA/NYSUT Building, 30 N. Union St.
STATUS REPORT CLINIC
- November 4, 2019** 4:00-6:00 p.m. RTA Conference Room A, 3rd floor, 30 N. Union St.
LEARNING-FOCUSED CONVERSATIONS TRAINING #3
- December 16, 2019** 4:00-6:00 p.m. RTA Conference Room A, 3rd floor, 30 N. Union St.
LEARNING-FOCUSED CONVERSATIONS TRAINING #4

MORE INFORMATION AT www.rcsdk12.org/CIT
Questions? Call or email [Stefan Cohen](mailto:Stefan.Cohen), 585-262-8541