

## Fall 2024 Mentor Information Quick Glance

Rex Institute website: <https://www.winthrop.edu/ceshs/rex/field-office-mentor-and-host-teachers.aspx>

All forms and templates are located on the Rex site.

Fall 2024	Internship I
July/August – school district dependent	Report to assigned host school for Internship I experience – refer to host school calendar for start date for teachers
Monday, August 19	Winthrop University classes begin at 5 pm
<b>Tuesday, August 20</b>	<b>Students report to host school on modified schedules (by program area)*</b>
Monday, September 23- Tuesday, October 1	Midterm evaluation conferences to be held – supervisor to set date/time with intern and mentor
Thursday, October 3	Midterm evaluation grades due
Monday, November 18 – Friday, November 22	Final evaluation conferences to be held with intern and mentor
Tuesday, December 3	Study Day: No internship, no classes
Wednesday, December 4 - Tuesday, December 10	Final exams- interns are not required to report to host school
Wednesday, December 11	Required Seminar: <i>Internship II Bootcamp - 8:00- 4:30</i> ; No internship
Thursday, December 12	Interns report to host school every day until district releases teachers for winter break; Final evaluation grades due

	Mentor Observations		Site- Based Observations	
	Before Midterm	After Midterm	Before Midterm	After Midterm
Internship I	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>
Internship II	<b>3</b>	<b>3</b>	<b>1</b>	<b>1</b>

### Items to remember:

- Communicate with intern and university supervisor consistently.
- Lesson plans are due 2 school days prior to the teacher candidate teaching the lesson
- Document everything (observation record, email, etc.)
- Key Elements of Mentoring
  - Model
  - Observe
  - Advocate
  - Co-teach
  - Give feedback
  - Assist with goal setting
  - Provide opportunities

**\*Modified Schedule by program area; Interns arrive in the morning at the time teachers are expected to be at school.**

<b>Art</b>	F – All & One half day	<b>Bio/ Chem</b>	W & Th - All	<b>Dance</b>	T or Th am; F - All
<b>Early Chdhd</b>	M - am; Th & F - All	<b>English</b>	Th & F - All	<b>Math</b>	W & Th - All
<b>Middle Level</b>	Th & F - All	<b>Music</b>	T & Th - 4 hrs/day	<b>Physical Ed</b>	T - F - am
<b>Social Studies</b>	MAT: W & Th - All Undg: T & F - All	<b>Special Ed</b>	T & Th - am; F - All	<b>Theatre</b>	T- am F - All