

Dennis-Yarmouth Regional School District

TIP-S TEAM

Teacher Induction Program: Supporting the Education and Mentoring of Beginning and New Educators
Bridging the Journey from Preparation through Professional Practice

Job Title: TIP-S Team Leader

Reports to: Director of Instruction

Annual Stipend: \$3,000

Qualifications: Completion of Project Success Program or an equivalent program

TIP-S Team Leaders will be appointed annually

The DY TIP-S Team will have 3-6 members whenever possible.

Summary: TIP-S Team Leaders will be members of the District TIP-S Team. The TIP-S Team will be responsible for overseeing and implementing the Teacher Induction Program for supporting (TIP-S) beginning teachers and educators new to the district.

Essential Duties and Responsibilities:

- Plan and conduct bi-weekly or one 2-hour monthly support meeting for all beginning teachers (first year teachers)

- Create a framework for the curriculum and lessons as a guide for these meetings-seeking input from administrators and colleagues

- Work with building principals to assign school-based TIP Support Advisors (TIP-S Advisors)

- Plan and provide annual mentor training opportunities for new mentors and refresher training for experienced mentors

- Attend new teacher orientation to introduce TIP-S Program

- Conduct two annual meetings for TIP-S Advisors and Mentors

- Collect and review the building based TIP-s Advisor and Mentor Logs

- Plan for, collect, and analyze annual data as part of a program review

- Facilitate observations among peers for the purpose of supporting the beginning teacher

Job Title: School-based TIP-S Advisor

Reports to: TIP-S Leadership Team and Director of Instruction

Annual Stipend: \$300 for 1-4 new teachers, \$600 for 5-8 new teachers, \$900 for 9+ new teachers

Qualifications: Completion of Mentor Training Program provided by the district or an equivalent program

TIP-S Advisors will be appointed annually

Summary: School-based TIP-S Advisors are responsible for addressing questions, concerns, and providing basic support for all teachers new to a school to which they are assigned.

Essential Duties and Responsibilities:

- Attend two meetings after the school day annually conducted by the TIP-S Team Leaders

- Meet with the new teachers assigned to them at least once or twice a month as a group or individually

- Be available to new teachers as needed

- Visit each beginning teacher's classroom at least once during the year to provide support, guidance, and feedback

- Maintain a log of meetings to be given to the TIP-S Lead Team at the end of the year

Job Title: School-based TIP-S Mentor

Reports to: TIP-S Leadership Team and Director of Instruction

Annual Stipend: \$300 for first Mentee and \$200 for each additional Mentee

Qualifications: Completion of Mentor Training Program provided by the district or an equivalent program

TIP-S Mentors will be appointed annually

Summary: School-based TIP-S Mentors are responsible for providing support to a designated mentee during the mentee's second year in the district. This is a more traditional 1:1 mentor relationship.

Essential Duties and Responsibilities:

Attend two meetings after the school day annually conducted by the TIP-S Team Leaders

Meet with mentees at least twice a month, but be available to mentees as needed

Visit each mentee's classroom at least twice during the year to provide support, guidance, and feedback

Maintain a log of meetings and visits to be given to the TIP-S Lead Team at the end of the year