

McLean County Unit District No. 5

**LETTER OF UNDERSTANDING
INDUCTION AND MENTORING PROGRAM**

The Unit Five Education Association and the Board recognize the research associated with recruiting and retaining teachers. This research indicates the most effective strategy includes induction and mentoring programs for new teachers. Therefore, the district agrees to maintain an induction and mentoring program for certified staff members through the 2008-2009 school year to include:

1. Components of the program currently submitted by the district to the Illinois State Board of Education.
2. An established criterion for the selection of mentors providing all qualified bargaining unit members equal access to the application program.
3. All mentors must meet the following criteria:
 - a. Preference will be given to a teacher who achieved tenure status within the district. Exceptions to this criteria will be addressed on a case by case basis.
 - b. Three overall ratings of excellent on the past three evaluations
 - c. Completion of the district Mentoring Professional Development class or its equivalent
 - d. Participation in professional development activities in the last three years.
 - e. Participation in district activities and/or committees in the last three years; i.e. curriculum committees.
4. The posting of mentoring positions
5. An application process
6. A selection process that is fair and equitable
7. A method for matching mentors and mentees that is conducive to meeting and to providing content, area and/or grade level support.
8. Payment for mentors at a rate of \$330.00 per mentee.
 - a. Payment shall be contingent upon completion of ten (10) hours of contact time between the mentor and mentee.
 - b. Two observations to be completed each semester during the first year of the mentee contract.
 - c. Completion of pre and post observation forms (forms attached)
 - d. Completion and submission of Induction and Mentoring Records form to appropriate director (form attached).

This agreement is in no way meant to eliminate or reduce the Board of Education's opportunities to apply for grants related to induction and mentoring or its participation in partnerships that would enhance the district's induction and mentoring program.

**BOARD OF EDUCATION
COMMUNITY UNIT SCHOOL
DISTRICT NO. 5**

**UNIT FIVE EDUCATION ASSOCIATION
IEA/NEA**

By _____
President

By _____
President

Date _____

Date _____