

MEMORANDUM OF UNDERSTANDING  
Between  
Shoreline Education Association and Shoreline School District

MENTOR TEACHER PROGRAM

THIS MEMORANDUM OF UNDERSTANDING regarding the **MENTOR TEACHER PROGRAM** is effective September 1, 2018 through August 31, 2021, and is supplemental to the 2018-2021 Collective Bargaining Agreement (Agreement) between Shoreline Education Association (SEA) and Shoreline School District No. 412 (District).

WHEREAS, SEA and the District established a Mentor Teacher Program for SEA employees;

NOW THEREFORE, SEA and the District agree to continue the SEA Mentor Teacher Program as follows:

1. The mentor job description and required qualifications have been reviewed and finalized by the Parties, and may be reviewed at the request of either Party in the future. At a minimum, a mentor shall have five years of successful teaching experience, including at least two years in the Shoreline School District.
2. Principals may nominate mentors and SEA staff may indicate their interest in becoming a mentor. The District will establish a final list of mentors, in consultation with SEA.
3. Retirees may be considered for a mentor teacher role provided they are recent retirees from the District who received a summative rating of Proficient or Distinguished using the Comprehensive Evaluation System based on the Danielson Framework. Exceptions may be made by mutual agreement between SEA and the District.
4. Each mentor will be assigned at least one mentee, but may choose to accept more than one mentee, depending on the circumstances (e.g., if the mentor is actively teaching, if mentee is new teacher or "basic", etc.).
5. Human Resources will be responsible for implementation of the mentor program. The SEA Labor Management Committee will collaborate with the Director of Teacher Professional Practice and Evaluation to assign mentors to mentees.
6. The program will be reviewed annually to determine whether modifications are needed to improve the effectiveness of the program.
7. Mentor teachers will normally be trained over the summer months. The District and SEA will work together to identify a quality mentor training program, and will research options including Mentor Academy, facilitated by OSPI, WEA/NEA program for training adult instructors, and potential resources offered through the Center for Strengthening the Teaching Profession (CSTP).
8. In addition to the required initial mentor training, mentors will be expected to meet together in the fall for training, near the end of the first semester for

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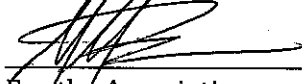
Shoreline Education Association and Shoreline School District

MENTOR TEACHER PROGRAM

debriefing and "check-in", and near the end of the school year for a final sharing of information concerning the year.

9. The District recognizes that serving as a mentor provides evidence of leadership for recognition in Domain 4 of the Danielson Framework.
10. Mentors will be offered as a first priority to teachers who have received a summative score of "Basic" in their comprehensive evaluation, and to teachers within their first five years in Shoreline. The ability of the mentor program to provide mentors will be dependent upon the number of mentors available and the number of requests for a mentor in any given year. It may not be possible to meet all requests in any given year, but the program is committed to providing mentors to teachers "within their first five years" in Shoreline.

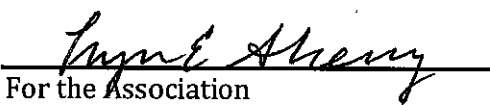
SHORELINE EDUCATION  
ASSOCIATION

  
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For the Association

2/25/19  
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Date

  
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For the Association

2/25/19  
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Date


SHORELINE SCHOOL DISTRICT NO.  
412

  
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For the District

2/25/2019  
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Date

  
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For the District

2/25/2019  
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