



Instructor Mentor Connections / Mentor-Mentee Meetings

❖ Initial Meeting

- ✓ Share helpful teaching resources for method books, musical repertoire for a variety of styles, & instrument-specific student resources (metronome, tuner, guitar amp, violin shoulder rests, etc)
- ✓ Discuss communication strategies for keeping up with parent email communications regarding weekly lessons updates, scheduling reminders, practice goals, etc.
- ✓ Discuss organization strategies for recording weekly lesson attendance and tracking semester lesson attendance (including make up lessons)

❖ Mid-Semester Meeting (Fall)

- ✓ Provide resources to support student participation in Christmas showcase opportunities in December
- ✓ Review student attendance reports to be sure all students are on track to meet semester lesson goals

❖ End of Semester Meeting (Fall)

- ✓ Reflect & review semester accomplishments
 - ✓ Reflect & identify areas of growth for next semester
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❖ Beginning of Semester Meeting (Spring)

- ✓ Prepare beginning of semester communication for parents/students
- ✓ Provide resources to support student participation in student showcase opportunities such as Celebration Sunday and Spring Recital Day

❖ Mid-Semester Meeting (Spring)

- ✓ Share details/answer questions about student participation for spring showcase opportunities
- ✓ Review student attendance reports to be sure all students are on track to meet semester lesson goals

❖ End of Semester Meeting (Spring)

- ✓ Reflect & review semester accomplishments
- ✓ Reflect & identify areas of growth for next semester



Instructor Mentor Connections / Observations & Resources

- ❖ Lesson Observations / minimum of 3 during 1st semester
 - ✓ Mentor will coordinate an observation schedule for new teacher to include at least 2 different teachers or different teaching styles (varying student age, ability, interests)
 - ✓ Mentor will coordinate an observation time for mentor to observe new teacher teaching a lesson
 - ✓ Mentor & mentee will connect in-person to reflect on observation highlights & review helpful insights moving forward

- ❖ Mentor-Mentee Connections / two-way communication expectations
 - ✓ Mentor will coordinate at least 3 in-person meetings with mentor-mentee during 1st semester
 - ✓ Whenever helpful, mentee will connect with mentor via email, text, or phone to gain insights for parent communication, student resources, or attendance questions
 - ✓ At least once a month, mentor and mentee will touch base to see if there are any questions or resources needed

- ❖ Student Showcase Participation / specific to semester calendar
 - ✓ Mentee will connect with mentor for details about student participation resources and logistical details
 - ✓ Mentee will encourage students to participate in Christmas in the Community, Celebration Sunday, and Spring Recital Day