


AMC Induction Program: Mentee Agreement

Welcome to the 2014-2015 Administrator Mentoring Cohort (AMC) and Induction Program. The following agreement outlines the program, requirements for successful completion and responsibility of the mentee.

Program Structure:

AMC participants typically join the AMC in the Planning Cohort and move up through the cohorts each year in the program. Adjustments to cohort placement can be made depending on how much experience a school leader has and how many years the school has been in operation.



COHORT	FOCUS	FEE
Planning Stage (8-10 hours of mentoring)	Preparing to launch your school	\$1272
Foundational Leadership (32-40 hours of mentoring)	Building a solid foundation, first 1-3 years of operation	\$4770
Systematic Leadership (20-25 hours of mentoring)	Fine tuning practices	\$3180
Strategic Leadership (no mentoring required)	Developing a team of leaders, instructional coaching	\$20 per AMC event

Requirements for successful completion of the AMC and Induction Program (if applicable):

- ❖ Attend at least 4 out of 6 full-day AMC trainings with your mentor.
- ❖ Complete at least 80% of the maximum allowed mentoring hours required by your cohort. AMC training events do not count towards these hours.
 - *Those pursuing induction must complete 32 hours of mentoring with an AMC approved mentor, regardless of their cohort assignment as we have determined this is the least amount of hours needed to demonstrate proficiency towards the AMC learning targets. This may take up to two years of participation in the AMC. Please note that AMC participating school leaders are eligible for induction as long as they hold an initial principal license and have worked in a charter school leadership role for at least one year by the time the 32 mentoring hours have been met. Upon completion of the program, AMC mentors will complete a mentee evaluation based on the AMC Learning Targets to determine successful completion of the induction program and recommendation for professional principal licensure.*
- ❖ Document progress towards AMC program goals/learning targets and all mentoring hours on Mentee Reflection sheets in addition to completing the Individualized Growth Plan, Mentee Reflection Forms, training surveys, and other required documents as assigned by CDE.
- ❖ Make a minimum of 8 visits to an AMC network school, including the 6 offered within the training days.

- *It is recommended, but not required, that each mentee visit their mentor's school or another mentor's school site at least once during each year in the AMC Induction Program to fulfill this requirement.*
- ❖ Pay The Colorado League of Charter Schools for participation in the AMC program.

Mentee Responsibilities:

In addition to the induction requirements listed above, the following are the responsibilities of a mentee participating in the AMC:

- ❖ Promote and share innovative ideas
- ❖ Work to build a professional relationship that establishes goals and structures to promote success
- ❖ Be open to authentic and constructive feedback from mentor/facilitators
- ❖ Communicate/correspond with your mentor in a timely, professional manner

By signing below you acknowledge and agree to the requirements for successful completion of the AMC Induction Program and you responsibilities as a mentee.

Name, Printed

Cohort

Role

School

Signature

Date