



**Special Education Commitment Letter for Peer Mentors  
of Special Education Teachers or Experienced Specialists**

To: Special Education Peer Mentor  
From: The Office of Professional Development

*The Special Education Peer Mentor supports a Special Education staff member new to the St. Vrain Valley School District. The Special Education Peer Mentor may support up to three inductees in a given year. Please complete a SPED Peer Mentor Commitment letter for each inductee.*

I, \_\_\_\_\_, from \_\_\_\_\_ would like to participate as a Special  
(mentor) (school)  
Education Peer Mentor for \_\_\_\_\_ during the 2018-2019 school year.  
(Inductee)

**I agree to cover the following required elements:**

- Meet with the inductee for a **minimum of 8 hours** (*Beginning in August or early September and completed by Apr.26*)
- Provide essential information regarding district processes, procedures and timelines throughout the school year.
- Help inductee use assessment tools, forms, and reports.
- Collaborate with inductee concerning short and long-term planning and/or other services for students with special needs.
- Monitor and support completion of induction requirements
- Provide guidance about professional expectations for behavior and performance.
- Provide the inductee with on-going feedback
- Review "Managing Concussions" PowerPoint with inductee ([http://vrainnet.stvrain.k12.co.us/student\\_services/healthservices.htm](http://vrainnet.stvrain.k12.co.us/student_services/healthservices.htm)) and flag "Managing Concussion Resources" in the New Teacher Resource folder.

**In addition, I agree to:**

- **Complete the district Mentor Training course** before the end of the 2018-19 school year. Mentors will receive .5 semester hours professional development/salary credit for completing the course. (*This is only for mentors who have not had the training.*)
- **Document in a log the equivalent of 8 hours of meeting/interaction time with each inductee.** Hours spent at New Teacher Orientation will count towards the total 8 hour commitment.
- Complete an **End of Year Survey** about the mentoring experience. A link to the survey will be sent to you in April.

**Upon completion of these expectations, I shall receive (check one):**

- \_\_\_ \$250.00 (not to exceed 3 inductees)  
**OR**  
 \_\_\_ .5 semester hour of professional development/salary credit for mentoring (not to exceed 3 inductees)

Signature of Special Education Peer Mentor: \_\_\_\_\_ Date: \_\_\_\_\_

Employee ID# of Peer Mentor \_\_\_\_\_

Signature of Inductee: \_\_\_\_\_ Date: \_\_\_\_\_

**Deadline for Submission: October 5, 2018 (Return to Linda Lang, Lang\_Linda@svvds.org)**