



100 Tower Park Drive
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Performance Review Program for Initial Licensure (PRPIL)

Mentor Responsibilities:

- Provide support to the candidate and give guidance and feedback as needed.
- Work with a Class Measures Instructional Consultant on reviewing candidate's portfolio and evaluating progress at the following stages:
 - Stage 1-Review the original portfolio with consultant using the Preservice Portfolio Assessment Form (PPA). Provide feedback with direction and suggestions on resources the candidate should utilize. The portfolio will include a personal reflection for each of the five Professional Standards for Teachers and evidence for all indicators and sub-indicators.
 - **NOTE:** When the Mentor is certified in the same subject area as the teacher (as in most cases), the Mentor is responsible for answering the License Specific Evaluation Questions referred to in Standard B Indicator 2(c). When the Mentor is *not* certified in the same subject area as the teacher, the Instructional Consultant is responsible for answering these questions. The License Specific Evaluation Questions should *each* be answered with at least one sentence. The page must be signed, dated, and included in the teacher candidate's portfolio.
 - Stage 2-Observe the candidate in his/her classroom at least three times. Participate in pre and post meetings. Provide verbal and/or written feedback following each of the three observations.
 - Stage 3-Work with the Instructional Consultant in conducting an interview/formal review with the candidate to assess his/her professional knowledge.
 - Stage 4-Collaborate with the Instructional Consultant to review all information and discuss candidate's performance. Come to a consensus on recommendation of initial licensure.

Minimum Requirements to be a Mentor for a teacher candidate:

- Must hold at least an initial license preferably in the area of the candidate's preliminary license
- Must be a teacher of high quality standing and who has received the support of the candidate's principal
- Must carry out all responsibilities

Mentors receive 15 Professional Development Points upon completion.