

**MENTORING PROGRAM**  
**CLASSROOM VISITATION VERIFICATION**  
**FOR CERTIFICATE RENEWAL PLAN**

(Page D-2 Certificate Renewal Manual Appendix D – Professional Development activities and Point Values)

Mentoring: A formally established sequence  
Of sessions lasting no less than one quarter  
Of a school year and involving preparation  
With the recipient teacher prior to observing  
That teacher in the classroom: observations;  
And provision of feedback, suggestions, and  
Techniques to the recipient teacher in response  
to each period of observation.

Evidence of completion: a log of the observation  
sessions and other meetings, indicating the  
time spent, dates, and topics of discussion.

Point Value: 3-5  
observations= 9 CPDUs  
per semester, 6+=11  
CPDUs

---

**Date** \_\_\_\_\_ **Time Spent Observing** \_\_\_\_\_

**Mentor/consulting teacher** \_\_\_\_\_

**Mentee/recipient** \_\_\_\_\_

**Topics of Discussion/Points of Observation**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Administrator Signature** \_\_\_\_\_

---

**Date** \_\_\_\_\_ **Time Spent Observing** \_\_\_\_\_

**Mentor/consulting teacher** \_\_\_\_\_

**Mentee/recipient** \_\_\_\_\_

**Topics of Discussion/Points of Observation**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Administrator Signature** \_\_\_\_\_

---

**Date** \_\_\_\_\_ **Time Spent Observing** \_\_\_\_\_

**Mentor/consulting teacher** \_\_\_\_\_

**Mentee/recipient** \_\_\_\_\_

**Topics of Discussion/Points of Observation**

---

---

---

**Administrator Signature** \_\_\_\_\_

---

**Date** \_\_\_\_\_ **Time Spent Observing** \_\_\_\_\_

**Mentor/consulting teacher** \_\_\_\_\_

**Mentee/recipient** \_\_\_\_\_

**Topics of Discussion/Points of Observation**

---

---

---

---

**Administrator Signature** \_\_\_\_\_

---

**Date** \_\_\_\_\_ **Time Spent Observing** \_\_\_\_\_

**Mentor/consulting teacher** \_\_\_\_\_

**Mentee/recipient** \_\_\_\_\_

**Topics of Discussion/Points of Observation**

---

---

---

---

**Administrator Signature** \_\_\_\_\_

\_\_\_\_\_