



*WELCOME TO MENTOR TEACHER
TRAINING!*

This training program has been designed to provide prospective mentor teachers with an overview of the ESU Elementary Education program and the Professional Development School program. As you complete the training tasks, you will also have opportunities to practice supervision skills you will be using as you work with your PDS interns. Since fall, 2007, elementary PDS interns have only been placed with teachers who have successfully completed the mentor teacher training.

Training Materials

In addition to the materials on this site, you will need the following materials:

- Copy of the book *Working with Student Teachers: Getting and Giving the Best*
- Copy of the PDS Procedures Book
- Instructions, information about university credit, payment form, W-9 form, prepaid envelope

These materials, along with instructions and payment forms, should have been included in the *training packet* you received. If these materials are not in the packet you received or if you do not have a packet, please contact Mary Benjamin in the Elementary Education Office at mbenjami@emporia.edu .

**Completing the
Training and
Payment**

The training tasks must be successfully completed by the date on the information sheet found in your packet in order to receive the \$100 stipend and to be eligible to work with an intern.

Completion of the training does not guarantee that an intern will be placed in your classroom

Mentor Training Tasks There are seven tasks which are required for the training. As you complete each task, you can submit your responses by e-mail to Dr. Larry Lyman, training facilitator, at llyman@emporia.edu . The following URLs are provided if you have difficulty assessing the video presentations that accompany tasks 4, 6, and 7.

Task 4 To view Dr. Weaver's presentation, click on the URL .
www.emporia.edu/teach/framework/index.htm

At the Conceptual Framework page, click on
Nine-minute webcast on Emporia State University's new Conceptual Framework.

Task 6 To view the video segment, click on the URL.
<mms://mythos2.emporia.edu/esumedia/jmorrow/ProbStuTeacher.wmv>

Task 7 To view the video segment, click on the URL.
<mms://mythos2.emporia.edu/esumedia/jmorrow/InternTeach.wmv>

Payment To process your stipend, you need to complete the payment form *and* the W-9 Request for Taxpayer Identification Number form which were included in the packet you received. These forms are *required* in order for your stipend to be paid. If you did not receive the forms or if you have questions about payment, please contact Mary Benjamin at mbenjami@emporia.edu . All tasks must be completed by the date indicated in the packet you received in order to receive the stipend. The forms may be sent to ESU in the prepaid envelope provided in your packet.

Questions If you have questions, you can contact Dr. Larry Lyman, training facilitator, at llyman@emporia.edu.

All materials in this training program are copyrighted and may not be disseminated without written permission from the Department of Elementary Education, Early Childhood, and Special Education at Emporia State University.