



School/District Teacher Mentor Endorsement Professional Learning Authorization

Application for the Utah State Board of Education

Applicant Information

School/District Name: _____

School/District Contact: _____

School/District Contact Email: _____

Purpose

The intent of this application is for schools and districts to secure formal authorization to use existing or developed professional learning experiences offered internally to meet the requirements in three of the six areas of the Teacher Mentor Endorsement.

Application Requirements

For this application to be considered it must

- Include this cover page – AND
- Include responses to each of the prompts below – AND
- **Be submitted at least two weeks prior to offering the professional learning.**

Submitting Your Application

Please send your completed application, by mail or email to:

Utah State Board of Education
c/o Dr. Kami Dupree
Educator Development Specialist
PO Box 144200
Salt Lake City, UT 84114-4200
Email: kami.dupree@schools.utah.gov

Prompt 1

Please summarize what the proposed professional learning experience will include. Include in this description a general idea of what content will be presented, how participants will engage with the content, and how participants will be provided opportunity to reflect upon or implement what is learned.

Prompt 2

Please describe more directly how your professional learning experience is aligned to the [Professional Learning Standards](#) by answering the following:

What are the learning intentions associated with the professional learning experience being proposed?

What problem/goal is the professional learning intended to address (where did this idea for facilitating this come from?) What LEA initiative or priority is this professional learning intended to address?

Describe the delivery method, overall expectations, and the timetable learners will have to fulfill the learning intentions.

Describe how technology will be meaningfully integrated to support the professional learning and application of that learning.

How will participants be enabled to support beginning teachers through mentoring as a result of what they gain from this experience?

How will the impact of this professional learning be measured?

How will participating mentors be supported in their application of the learning during and following this professional learning experience (e.g., follow-up, coaching, accountability for integration into practice)?

How will participating mentors be supported with time, materials, and other professional support to ensure they have the resources to implement the learning long-term?

Describe how mentors participating in this professional learning will work together directly to connect the learning to practice and maintain shared ownership and responsibility for the professional growth expected from this experience?

Prompt 3

Please describe how and to what extent participants will engage in purposeful reflection and describe at least one capstone assignment mentors will engage in as evidence of their learning.

For USBE Office Use Only

The application is complete and approved.

The application is incomplete and not approved for the following reason(s):

ENDORSEMENT SPECIALIST: _____

Date Reviewed and Returned to LEA: _____