

TEACHING PERFORMANCE & CERTIFICATION CENTER
KEAN UNIVERSITY – COLLEGE OF EDUCATION
WILLIS 110 – UNION, NJ 07083
Phone: 908-737-4185/Fax: 908-737-4115
Email: tpc@kean.edu

Request for Professional Development Hours for PreProfessional Mentoring

To receive a certificate for New Jersey Professional Development Hours, please complete the information below and mail to the Teaching Performance Center or return it to the student's university supervisor by October 1 for the Fall semester, February 1 for the Spring semester and May 31 for the Summer semester.

Directions: Darken the ovals completely - Like this: ●. Do not X or check ✓ the circle. All erasures must be complete.

Semester: Fall Spring Summer Year _____ University Supervisor: _____

Mr. Ms. Last Name _____ First Name: _____

Home Address: _____

City, St Zip _____

Telephone: _____ Your Social Security #: _____ - _____ - _____

Name of Kean Student: _____ Your School District: _____

Your School & Address: _____

Is this a Professional Development School (PDS) with Kean University?: Yes No

Will you share the mentoring responsibilities for this student with another teacher? Yes No

If yes, please indicate the teacher(s) name(s): _____

1. Age: 20 or below 21-30 31-40 41-50 50+
2. Grades taught (fill in as many as apply) P-3 K-5 5-8 K-12 Subject Area Teacher of Handicapped
3. Are you a Kean graduate? Yes No If no, where did you receive teacher training? _____
4. Degree (Fill in highest attained) Bachelors Masters Doctorate
Decade Final Degree Obtained: 1960 1970 1980 1990 2000
5. Ethnicity (Fill in one) Asian Black Hispanic Native American White
6. Have you previously mentored/supervised university field experience students? Yes No
7. If you answered Yes to # 6, How many students have you mentored?
 1-2 3-5 6-8 8-10 10+
8. Were you assigned or did you volunteer to mentor this student? (Fill in only one) Assigned Volunteered
9. What do you see as the benefits of being a cooperating teacher? (Fill in all that apply)

<input type="radio"/> Acquisition of knowledge and skills	<input type="radio"/> Improvement in P-12 learning
<input type="radio"/> Connection to the University	<input type="radio"/> Less isolation as a co-teacher
<input type="radio"/> Cooperating teacher workshop	<input type="radio"/> Meeting PIP requirements
<input type="radio"/> Extra hands to assist in the classroom	<input type="radio"/> Passing along professional knowledge/skills
<input type="radio"/> Honorarium payment	<input type="radio"/> Recognition within your school community
<input type="radio"/> Other _____	
10. Does your union contract include provisions relating to mentoring? Yes No Do not know

(Please complete other side...)

11. As a result of your experience as a cooperating teacher, have you acquired new knowledge and/or skills? Yes No
12. If yes to #11, please indicate: Technology Standards Instructional Strategies Alternate Assessment
 Other (please list) _____
13. Do professional development hours make mentoring more attractive? Yes No
14. Did you have preparation in mentoring? Yes No
15. If yes to #14, please indicate where you received preparation:
 School district workshop University Workshop Course Cooperating Teacher Institute
16. If no to #14, are you interested in a course or workshop in mentoring? Yes No
17. Would you accept the assignment as a cooperating teacher if preparation was required? Yes No
18. Which professional development areas listed below would assist you in mentoring future university interns?
 Conducting observations Conferencing and coaching
 Giving written feedback Communicating (with supervisor & student)
 Modeling exemplary teaching Assessing and evaluating
 Remediating low-performing interns Other _____
19. Of the professional behaviors/judgments listed below, select three that you believe to be essential for teachers
 Ability to interact w/peers, parents & community Maintains confidentiality
 Accepting of differing abilities & cultures Non-defensive
 Attendance & punctuality Sense of humor
 Caring & compassionate Subject-matter competent
 Cooperative & collaborative Sets high expectations for students
 Demonstrates initiating behavior Other _____
20. Which of the following mentoring techniques do you use as a cooperating teacher?
- | | Frequently | Sometimes | Rarely | Never |
|---|-----------------------|-----------------------|-----------------------|-----------------------|
| a) General feedback (verbal) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| b) Lesson plan feedback (verbal) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| c) Lesson plan feedback (written) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| d) Modeling instructional behaviors | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| e) Co-teaching with student | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| f) Provide opportunities for experimentation | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| g) Written Observation(s) by another teacher(s) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| h) E-mail exchanges with field experience student | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| i) Other: _____ | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
21. Do you see yourself as a teacher educator? Yes No
22. Do you think the cooperating teacher's performance should be assessed? Yes No
23. If yes to #22, by whom? University Students University Faculty Both

Comments about your mentoring experience: _____

Thank you for your input. The information you have provided will enable the Teaching Performance Center to better serve the cooperating teacher's needs and provide direction for the placement of our student teachers. All information will be kept confidential.

Please return this form to the address on other side or to the student's university supervisor. Certificates for Professional Development Hours will be mailed by February 1 for the Fall semester, June 1 for the Spring semester and July 1 for the Summer semester.