

2022 Summer Inservice  
Committee Agenda



## **Committee: Mentor**

### **Chair: Courtney Knickrehm**

**Committee Members Present: Courtney Knickrehm, Nicole Lebsack, Rachel Rheuby, Michelle Young, Kelsey Williams, Kyle Nesbitt, Tyson Smith, Kelsey Bender**

**Non-Voting Members Present:** Rye Hyre,

Call to order: 4:06 PM

Roll Call

Old Business:

1. Approval of Minutes
  - a. Motion to Approve - Kyle
  - b. Seconded - Michelle
  - c. Minutes approved unanimously
2. Review Action items from 2021
3. Report from Josette Nebeker (Program Coordinator)

New Business

***Note: Be sure to include an action items list with who from your committee will be responsible for motions/activities and committee business.***

1. **Complete the provided budget sheet to be submitted to the Audit and Budget Chair (Danielle Reynolds) immediately following the 1st committee session.**
  - a. Budget for new teacher binders (print and ship) AND miscellaneous expenses to run the mentor program committee - \$200
    - i. Give an option for hard copies or a digital copy when sending out the form
  - b. Potentially need to rent rooms for Mentor

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- c. Move to recommend a \$200 budget proposal for printing, shipping and other miscellaneous costs for running the mentor program, annually - Kyle Nesbitt
    - i. Seconded Nicole Lebsack
    - ii. Motion passed unanimously
  - d. Move to add a line in the budget to cover renting conference/meeting rooms for mentor/mentee mid year check in at Gem State Leadership conferences (3 across the state), annually, for a total of up to \$600 - Kyle Nesbitt
    - i. Seconded Nicole Lebsack
    - ii. Amended to strike the word “annually” - Kyle Nesbitt
    - iii. Motion passed unanimously
2. Other New Business
- a. U of I credit report - Dr Smith
    - i. Funding for mentor credits (1 for doing it, 2 for doing a FlipGrid) from U of I
    - ii. Potentially rolling those credits into 560/561 courses for mentees to get Masters credits, and meet once per month (encouraged for new teachers, out of state)
      - 1. Credits are no longer funded for mentees through state CTE (can't pay for student master credits through the Office of Education grant)
    - iii. Mentees do not need to be in the classes in order to get the PD credits
  - b. New Mentor Program Coordinator
    - i. Josette is stepping down, we need a new coordinator
    - ii. Nominees for new Mentor Program Coordinator - needs to go to the nom com and be open for nomination to general membership (we will share the M of U, and open nominations during the next general session)
    - iii. There's a Memorandum of Understanding, with a list of duties, 3 year term
    - iv. Mentor committee nominates Courtney Knickrehm
  - c. Keeping track of new teachers
    - i. Nicole has a spreadsheet that keeps track of new teachers hired into open positions (reference this for mentor opportunities)
    - ii. Do new teachers have the option to be mentored if they are just transferred?
  - d. Mentor pairing
    - i. List will be added into minutes

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- ii. From Kelsey Williams (highlight moves):
  - 1. Staci Reid– North Fremont
  - 2. Dr. Kat Wolf- Interim Dept. Head U of I Ag and Extension Education
  - 3. Kolton Hansen- Blackfoot
  - 4. Natasha Boler- CTEC Idaho Falls
  - 5. Ellie Wolcik- Elevate Academy
  - 6. Selena Davila- Jerome High School
  - 7. Johanna Hyek- Lighthouse Christian
  - 8. Brittany Spangler- Middleton High School
  - 9. Rick Stimpson- Minico
  - 10. Sophie Cowgill- Minico
  - 11. Joann Williams- Payette
  - 12. Emma Hille- Potlatch
  - 13. Kristina Sharp– Preston
  - 14. Austin Davis– Rigby Middle
  - 15. Kristen Davis– South Fremont
  - 16. Brandon Hoxie– Post Falls
  - 17. Brett Peterson–Kellogg
  - 18. Matt Ross- Kendrick
  - 19. Loren Eells-Meridian
  - 20. Lexie Evans- Malad
  - 21. Rye Hyer--Sugar-Salem
  - 22. Levi Stone– Grangeville
  - 23. Sharen Olson– Nampa
  - 24. Jessica Alvarez - Blackfoot
  - 25. BillieJo Blackston - Farnsworth Middle
- iii. For open positions, refer to IATA website
- iv. Proceed with pairing as in years past
  - 1. Mentored by someone with a prior relationship, in their district
  - 2. If that's not available, just someone willing to make the commitment
  - 3. Some get missed - how do we correct that?
    - a. Mentor coordinator to Sarah Swenson (U of I), she keeps track of new hires - share the document with the [idaHoagteachers@gmail.com](mailto:idaHoagteachers@gmail.com) so that IATA officers and mentor program coordinator have access

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- v. Teachers have the option to opt in to the mentor program for their second year
- vi. Google Form asks teachers questions about strengths/weaknesses/fears etc to get them the help they need - we need to ask mentors too
- vii. Zoom meeting with all mentors at the start of the school year?
- e. Current chair contact new coordinator to bring them up to speed with this information (if they aren't on this committee)
- f. New Teacher Toolbox review
  - i. Need to add contact info on the ToolBox/website, and edit experts
    - 1. Send out a form/request to get updated experts?
  - ii. Shared with Nicole for IATA officers and Dr Kasee Smith at U of I
  - iii. Move to have a subcommittee of 3 appointed by the chair to edit and modify the New Teacher Toolbox, to be completed by August 15th. - Nicole Lebsack
    - 1. Seconded - Rachel Rheuby
    - 2. Kyle volunteers, Kelsey B volunteers, and the new coordinator.
    - 3. Motion passed unanimously.
- g. Mentor communication/updates
  - i. Poach Florida's ag teacher coordinator website?
    - 1. Nicole has a section dedicated for the new coordinator to build their own section of the IATA website, Dr. Smith would like to help build this as well
  - ii. Monthly emails sent out to mentors (upcoming events/deadlines, things to check in about, activities to do with mentee, etc)
- 3. Create minutes using the Google Form shared with the committee chair.
- 4. Elect 2022-23 Chair
  - a. Motion for Kyle Nesbitt to be the new 2022-2023 chair.
  - b. Seconded - Tyson
  - c. Motion passed unanimously.

Concluded at 5:17pm

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