

Program Preconditions - Teacher Induction Program

(1) Program Curriculum: Each induction program must be designed to provide a two-year, individualized, job-embedded system of mentoring, support, and professional learning that begins in the teacher's first year of teaching.

The Anaheim Union High School District Teacher Induction Program collaborates with Human Resources to recruit and enroll new teachers with preliminary credentials. If eligible, the teacher is admitted to a two-year job-embedded system of mentoring, support, and professional learning that begins in the teacher's first year at AUHSD when possible. In addition to our two-year program, we offer an Early Completion Option (ECO) for teachers who meet that criteria.

- Website Program Information for Candidate
- [AUHSD Induction Interest and Eligibility Form](#)
- [Induction Handbook](#)
- [Induction Mentor Application Process](#)
- [Mentor Coaches Memo of Understanding \(MOU\)](#)
- [Candidate MOU](#)
- [Candidate Orientation Workshop](#)
- [ECO Application](#)

(2) Mentor Assignment: The induction program must identify and assign a mentor to each participating teacher within the first 30 days of the participant's enrollment in the program, matching the mentor and participating teacher according to credentials held, grade level and/or subject area, as appropriate to the participant's employment.

Teachers are placed in the AUHSD Teacher Induction Program within 30 days of enrollment. Mentor matches are made within the first 30 days of program enrollment and are notified via email. Matches are made according to credentials held, content, site, and as appropriate to the Induction Candidate's employment.

- ["Meet your Match" email notification](#)
- [Mentor/Candidate Matches Data Sheet](#)

(3) Supervision of Induction: Each induction program must assure that each participating teacher receives an average of not less than one hour per week of individualized support/mentoring coordinated and/or provided by the mentor.

As described in the Induction Handbook, each candidate receives an average of not less than one hour per week of individualized support provided by the mentor. The Handbook is located on the AUHSD website and is reviewed with Mentors and Candidates at the Orientation Workshop. Additionally, as written in the Memorandum of Understanding for Mentors and Candidates, it is an expectation that teachers receive a minimum of one hour per week of individualized support/mentoring. Mentors and Candidates document their weekly meetings on the Mentor/Candidate Logs.

- [Induction Handbook](#), page 14



- [Sample Mentor/Candidate Log](#)
- [Mentor Memorandum of Understanding \(MOU\)](#)
- [Candidate Memorandum of Understanding \(MOU\)](#)

(4) Individual Induction Plan Goals: Goals for each participating teacher must be developed within the context of the Individual Learning Plan (ILP) within the first 60 days of the teacher's enrollment in the program.

All Candidates work collaboratively with their Mentors to begin their ILP and develop goals at the Goal Setting Teacher Induction meeting, which takes place within the first 60 days of the school year. Additionally, assessors review the Candidates' portfolios to provide an additional level of guidance and accountability for the goals. Candidates complete a CSTP Self Assessment with goals which ensures an appropriate goal has been set within the 60 day timeline.

- [Induction Timeline and Progress Monitoring Template](#)
- [Induction Handbook CSTP Self-Assessment Goals](#), Page 11
- [ILP](#)
- [Goal Setting Workshop](#)

(5) Use of Individual Induction Plan: The ILP must be designed and implemented solely for the professional growth and development of the participating teacher and not for evaluation for employment purposes.

The AUHSD Teacher Induction program assures that the purpose of the Individual Induction Learning Plan (ILP) is a focus on professional growth and student outcomes and is not used for evaluation or employment purposes. Candidates, Mentors and Administrators meet annually to discuss the ILP process for Induction. [Letter signed by the Unit Head.](#)

[Handbook Language on non-evaluative practices](#) (Page 4)

[Administrators MOU](#) as part of annual Triad Meeting

(6) Early Completion Option: An Induction program sponsor must make available and must advise participants of an Early Completion option for "experienced and exceptional" candidates who meet the program's established criteria.

The AUHSD makes an early completion option available to all candidates when they enroll in the program. Teachers opting for ECO must complete the application process and submit required documentation.

- [Induction Handbook](#), Page 5



- [ECO Application](#)
- [ECO Lesson Observation Form](#)