

## **PRINCIPAL DUTIES CHECKLIST for NEW TEACHERS**

The NTIP depends significantly on Principal commitment you have a critical role as a catalyst in promoting the professional growth of the teacher and in promoting school leadership development through the mentors.

**Overall:**

To work with the new teacher and the mentor to determine the content and method of delivery (i.e.

## **PRINCIPAL DUTIES CHECKLIST for 1<sup>st</sup> YEAR LTO's**

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## **PRINCIPAL DUTIES CHECKLIST for SECOND YEAR TEACHERS- permanent or LTO's**

The NTIP depends significantly on Principal commitment you have a critical role as a catalyst in promoting the continued professional growth of the teacher and in promoting school leadership development through the mentors.

### **Overall:**

To work with the new teacher and the mentor to determine the content and method of delivery (i.e. workshops, team teaching, observing mentor or vice versa) of each of the three elements specific to differentiated orientation, PD, mentoring)  
To foster a strong, professional relationship with new teachers.

### **BEGINNING:**

Provide differentiated school orientation early in the employment period to meet individual needs (new school, new grade/subject). Include curriculum orientation.

Discuss LTO evaluation process if teacher received a Unsatisfactory on their first LTO Evaluation.

Select and match teacher with appropriate mentor or mentors