Date

Dear Mentor Teacher,

Thank you for accepting \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as your teacher candidate for \_\_\_ Quarter 20\_\_. By sharing your classroom, energy, guidance and modeling, you are contributing significantly to the growth and development of the next generation of teachers.

The Student Teaching experience is a collaborative effort among the college faculty, classroom mentor teacher, and the teacher candidate. Each team member is responsible for ensuring that this student teaching experience is conducted in a safe and productive manner to further the learning of your students.

Your Evergreen teacher candidate will deliver a copy of the Student Teaching Handbook Section 1 (Guidelines for the Teacher Candidate, Mentor Teacher and College Faculty) to you during your initial meeting. The College Faculty will discuss Section 2 of the Handbook (The Assessment Guide) during the three-way meeting with you and your teacher candidate during the first week of school. The Handbooks are available online for you to preview: <http://www.evergreen.edu/mit/placement/handbook.htm>

I appreciate the time and support you are providing the teacher candidate and the Master in Teaching Program of The Evergreen State College. It is because of your efforts that our program and graduates have been so successful.

**In October, I will be mailing out an A-19 form which entitles you to two hundred dollars. You will also receive Form SPI 1128 and an information sheet on Continuing Education Clock Hours which you are eligible to earn for welcoming and mentoring student teachers in your classroom.**

Thanks again for helping provide our teacher candidates with the valuable learning opportunity of student teaching. If you have any questions or concerns, please call me at 360-867-6573 or email me at pettyl@evergreen.edu.

Cordially,

Loren Petty

Education Field Experience

and Community Relations