

## Overview

CSI offers schools the opportunity to participate in Colorado Department of Education (CDE) Approved Teacher & Specialized Service Provider (SSP) Induction Programs. Successful completion of an approved induction program is required for teachers and specialized service providers to convert a Colorado Initial License to a Professional License. The programs run September through April.

Participating schools develop a plan for professional development and provide school-based mentors to support new teachers and SSPs. CSI provides online training regarding the Colorado Teacher & SSP Quality Standards and supports participants in developing a professional portfolio aligned to the Quality Standards.

## Outcome

Upon successful completion of the Induction program, participants will receive an Induction Certificate which can be used to apply to CDE for the Professional License. Mentors will receive certificates documenting mentoring hours completed. Mentor Certificates can be used toward license renewal.

## Participating School Requirements

In order to participate in the CSI Induction Programs, schools must commit to the following:

- Develop a plan for providing professional development to induction participants.
- Designate an Induction Coordinator to provide program oversight.
- Verify that participants meet eligibility criteria.
- Select and assign mentors that meet eligibility criteria.
- Verify completion of mentoring hours and school based professional development for participants and recommend candidates for completion.

## Inductee Eligibility Criteria

Candidates meet the following criteria:

- Hold an initial Colorado teacher or specialized service provider license.
- Be currently employed or contracted at a charter school with an assignment in the area of endorsement.
- Be assigned an approved mentor at the school.

## Mentor Eligibility Criteria

Mentors meet the following criteria:

- Experienced (3 or more years).
- Effective.
- Knowledgeable in content area and/or school's instructional practices.
- Competent interpersonal skills.
- Willingness to serve as a mentor.
- Commits to 30 contact hours with inductee.

## Program Completion

To complete the Teacher or Specialized Services Provider Induction Program, participants must fulfill the following requirements during the 2021-2022 school year:

- Attend school based professional development aligned to the school's mission, vision and instructional model.
- Participate in and document 30 mentoring hours from the date of acceptance in the program to April 30, 2022, including observing a model classroom and being observed by an approved mentor.
- Demonstrate understanding and implementation of the Colorado Teacher or Specialized Service Quality Standards by completing monthly online submissions of work product and reflection that result in an online portfolio.
- Receive a recommendation for induction from the school's Induction Coordinator at the completion of the program.

## Important Dates

<b>August 6</b>	<b>Induction Program Overview Webinar for Administrators</b> 12:30-1:30pm
<b>August 20</b>	Submit <a href="#">Professional Development Plan and Roster</a> to <a href="mailto:kimberlycaplan@csi.state.co.us">kimberlycaplan@csi.state.co.us</a>
<b>September 1</b>	<b>Mentor Training</b> 11:30am-12:30pm
<b>September 3</b>	<b>Inductee Welcome</b> 11:30am-12:30pm
<b>September 30</b>	First online assignment due for inductees ( <i>subsequent assignments are due on the last day of each month</i> )
<b>November 12</b>	Last day for Induction Coordinators to add participants
<b>April 30</b>	Last online assignment due for inductees
<b>May 6</b>	Induction Coordinator submits Certificate Verification Form
<b>May 20</b>	Inductees complete Induction Program Feedback Surveys
<b>June 15</b>	CSI emails Induction and Mentor Certificates

## For More Information

Please contact Kim Caplan ([kimberlycaplan@csi.state.co.us](mailto:kimberlycaplan@csi.state.co.us)) with questions.