



February 15, 2022

Dear Partners in Ministry,

As plans are being made in considering calling a beginning teacher to enter the teaching ministry to assist in carrying out the Christian training of young people, be assured that another branch of ministry is ready to support the new teacher and principal/director.

WELS New Teacher Induction (NTI) is a system that uses Christian teaching standards and a teacher continuum to support teachers for their first years of the teaching ministry. Collaboration between the principal, director, new teacher, and a trained instructional mentor creates a culture of ongoing professional development with an emphasis on student learning.

When a beginning WELS teacher, ECM director, or principal apprentice is called or assigned to a school, the process of assigning an instructional mentor begins. An instructional mentor is expected to provide support through ongoing observations, coaching strategies, and collaboration to move the development of the teaching practice forward, but also to be a part of a spiritual support team through four aspects of beginning teacher development.

Facilitating Positive and Productive Learning Environments
Analyzing Student Work for Differentiation
Designing Effective Classroom Instruction
Integrating a Ministry Development Plan

More information regarding **WELS NTI** may be found at the following link including an FAQ: mlc-wels.edu/nti

An overview of WELS NTI is provided on the following pages. The summary includes a description of the roles and responsibilities of the mentee, mentor, principal, director, and congregation, as well as a timeline. One responsibility of the congregation is financial support. This financial support assists in supporting a portion of the total costs of implementing WELS NTI including instructional mentor training, substitute teacher stipend, travel, and ongoing professional development for the new teacher, mentor, and principal/director. The **district's welcoming seminar** is a time when all first and perhaps second-year new teachers, their principals/directors, and all mentors are able to learn more about these respective roles and responsibilities. (Please note the dates for your district's welcoming seminar on the final page of the overview provided.)

The following Scripture reference may provide a focus when praying for new teachers, mentors, principals, and directors:

"It was Christ who gave some to be apostles, some to be prophets, some to be evangelists, and some to be pastors and teachers, to prepare God's people for works of service, so that the body of Christ may be built up until we all reach unity in the faith and in the knowledge of the Son of God and become mature, attaining to the whole measure of the fullness of Christ." Ephesians 4:11-13.

May our Savior-God enrich, equip, and advance your ministry in furthering the kingdom.

A handwritten signature in black ink that reads 'Jonathan Schaefer'.

Jonathan Schaefer
WELS NTI Coordinator
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WELS New Teacher Induction

Mission:

Advance the culture of learning and instruction in WELS schools by fostering teachers' faithfulness to their calling.

As educators, we believe...

- That through faith, pursuing high standards in all areas is the appropriate response to God's grace.
- That professionalism should be apparent in all we do.
- That our relationship with our Savior and others has the greatest value.
- That we are to hold each other accountable as Christians and professionals in a respectful way.
- In finding solutions that focus on each student's success.

Mentor Roles and Responsibilities

Instructional mentors work with the beginning teacher and principal/director to:

- Encourage beginning teachers to be faithful servants of Jesus Christ
- Encourage the spiritual growth/development of new teachers
- Coach and assist beginning teachers with curriculum development, classroom management, instructional strategies, lesson planning, assessment of student performance, and all aspects of their professional development
- Assist/support beginning teachers in developing a learning goal
- Assist/support beginning teachers in developing a Ministry Development Plan when directed by administrator
- Plan, participate in and facilitate support with professional development activities for beginning teachers
- Participate in principal-director/instructional mentor/beginning teacher orientation
- Provide feedback on program effectiveness with principals/directors, lead mentors and New Teacher Induction office
- Comply with Martin Luther College Mentor Accountability Calendar

Mentoring Process

- Introduce the roles and responsibilities of the induction participants
- Maintain a collaborative partnership with principal/administrator/director
- Identify instructional processes through strategic teaching and mentoring
- Discuss best practices in classroom management
- Plan formal meetings between mentor and beginning teacher
- Conduct timely classroom observations
- Discuss new teacher growth semi-annually with principal/ director, mentor, and mentee
- Assist/support beginning teachers in developing a Ministry Development Plan when directed by administrator
- Encourage attendance of beginning teacher professional development opportunities
- Use formative assessment tools with fidelity

Support

The Conference of Presidents

- Work with Commission on Lutheran Schools, Martin Luther College, and the calling congregations to promote and advance the mentoring process
- Communicate to all congregations receiving a beginning teacher about their required participation in the mentoring program.
- Encourage congregations to work with teachers who will over a two-year period grow in the teaching ministry

Martin Luther College

- Adopt the roles and responsibilities that govern the mentoring process
- Supervise the mentoring process through a coordinator and lead mentors
- Cooperate with the Conference of Presidents, Commission on Lutheran Schools and the calling congregations to promote and advance the mentoring process

- Approve appointments of lead mentors
- Assume all expenses incurred by the training of mentors and lead mentors
- Provide an honorarium for mentors

Principals/Administrators/Directors

- Encourage teachers to be faithful servants of Jesus Christ
- Collaborate with teachers and instructional mentors
- Clearly communicate policies and procedures of school and church
- Engage in the leadership of instruction
- Conduct regular formative observations
- Supervise curriculum implementation
- Develop a trusting partnership with teachers and instructional mentor

Congregation/School/Early Learning Center

- Cooperate with the Conference of Presidents, Martin Luther College and the mentor in the mentoring process
- Be committed to helping beginning teachers, administrators, and instructional mentors to receive ongoing professional development
- Pray for all involved in the instructional mentoring process
- Pay the appropriate fees for being involved in New Teacher Induction

Timeline

1. *May 14, 2022* - MLC Commencement Service and Call Service for new teachers
2. *June 22-23, 2022* - Lead Mentor Conference & Mentor Matching Committee Meeting
3. *July second week* - Mentor matches are communicated to the teacher, mentor, and administrator via email.
4. *July 2022* - Initial contact between instructional mentor and new teacher and administrator
5. *End July-Aug* - District New Teacher Welcoming Seminars in the district for first-year new teachers, their principals/directors, and instructional mentors. The detailed list is below.

It is essential for first-year teachers, their administrators, and their instructional mentors to attend the district seminar.

Lead mentors and DSC will coordinate further information as the seminar nears.

District	Date	Time	Location/ Details
AZ-CA	August 4, 2022 (Thurs)	TBD	Lead mentors and DSC will coordinate for best date and time as assignments are known.
D-M	July 13, 2022 (Wed) <i>Tentatively</i>	10:00 am - 12:00 pm CST	Great Plains Lutheran High School/ Online
MI	July 29, 2022 (Fri)	TBD	Lead mentors and DSC will coordinate for best date and time as assignments are known.
MN	TBD	TBD	Lead mentors and DSC will coordinate for best date and time as assignments are known.
NA	TBD	TBD	Online Session; Lead mentors and DSC will coordinate further as assignments are known.
NE	TBD	TBD	Lead mentors and DSC will coordinate for best date and time as assignments are known.
NW	July 26, 2022 (Tues)	8:30 am - 12:00 pm CST	Fox Valley Lutheran High
PNW	August 12, 2022 (Fri)	9:00 am - 12:00 pm	Evergreen Lutheran High School
SA	TBD (possibly July 15, 2022)	TBD	Lead mentors and DSC will coordinate for best date and time as assignments are known.
SC	TBD	TBD	Lead mentors and DSC will coordinate for best date and time as assignments are known.
SEW	July 26, 2022 (Tues)	9:00 am - 12:00 pm CST	St. Paul Lutheran Church Muskego, WI <i>(Candidates assigned to schools served by CfUT do not need to attend.)</i>
WW	August 4, 2022 (Thurs)	9:00 am - 2:00 pm CST	St. Mark's Watertown, WI