**Professional Interactive Notebooks**

**Purpose: Allow mentors in the ETEAMS grant an opportunity to document, organize, and reflect upon their professional growth during their first year of teaching.**

**Components:**

1. Table of Contents (front)

2. Professional goals for the year (3)

**Professional Development Components:**

3. Professional development activities (ETEAMS, school and district based) with reflections

4. List of resources (internet, books etc.)

5. Things you want to learn more about (ex. strategies you have seen but need further info. on how to apply to your teaching setting, specific content).

**Instructional Components:**

6. Some of your favorite activities with student work samples. Please include teacher reflections (what did you learn about what the students know, what worked well, what didn’t work so well), how you would modify this lesson/activity.

7. Organizational/management strategies used with reflections. (This can include things such as interactive notebooks, word walls, homework plans, and managing materials)

8. Classroom motivational activities used with reflections (ex: points, tickets, bulletin boards, individual notes/phone calls).

\*9. Results of benchmark tests with targeted areas for remediation.

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**Monitoring Components:**

10. Peer observations (one per semester) with reflections on what you’d like to implement

11. **Observation by coach with post conference reflections**. I am planning to do a formal observation in the spring. In most cases, the observation and conferencing in the fall was informal and I failed to write up notes for you.

12. A one to two page summary reflecting on how you’ve developed as a teacher during the course of the year.

**13. Log documenting contact with mentee/s** We have backed away from this as we’ve seen that you’ve been just trying to stay afloat. If you can document any way that you’ve reached out to ETEAMS fellows from Cohort II and Cohort III including by posting on Facebook, that would be great.

14. Three goals for next year!

**Reminders and Suggestions:**

The professional notebook is not just a collection of materials. For example, copying blank pages of worksheets would not be as beneficial as including student work with your feedback. If a teacher shares an activity that you like but haven’t had an opportunity to implement, you may put it in the notebook on the right side, but there needs to be some reflection/implementation/modification plan) as to how you would use this activity.

\*denotes optional activities