



**THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK**

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**To:** Focus District Superintendents  
**From:** School and District Review Team, Office of Accountability  
**Date:** August 25, 2015  
**Subject:** Mentoring Program for Focus and Priority School Leaders

The purpose of this memo is to inform you about the Mentoring Program for Focus and Priority School Leaders. The New York State Education State Department (NYSED) has designed this initiative to connect one Reward School mentor principal with (2) Focus or Priority School mentee principals.

**The Mentoring Program for Focus and Priority School Leaders**

The Mentoring Program will enable Focus or Priority School principals to learn and understand the Reward School's strategic practices that have led to high student achievement and academic success. This program will help participating mentee principals focus their school improvement efforts by encouraging the mentee principal to create and implement the successful systems and structures implemented in the Reward School.

Additionally, this program will help each mentee principal develop strategies for how to successfully adopt, modify, and/or develop organizational practices that will foster a culture of success at their school. This process will also provide the mentee principal the opportunity to engage in a rich learning experience and exchange with other Reward School principals and school improvement experts.

The program participants will convene for two face-to-face sessions, one conference call with NYSED, three visits to the mentor school site, and a minimum of three phone/email correspondences from October 2015 thru May 2016. Each convening session will focus on a topic or theme specifically designed to meet the needs of that mentee principal school. A representative from NYSED will facilitate the larger convening sessions for all program participants.

NYSED anticipates accepting up to 12 Focus or Priority School mentee principals into the Mentoring Program. As part of the application process, interested Focus District superintendents should have the Focus or Priority School principal(s) identify a specific DTSDE tenet(s) or statements of practice for which the school is seeking to build greater capacity to help fulfill the goals of their School Comprehensive Education Plan (SCEP). NYSED expects superintendents to endorse the mentee principal's full participation and ensure that the mentee principal attends all six scheduled events.

Should you have any questions about the Mentoring Program for Focus and Priority School Leaders, please feel free to contact us at [DTSDereviews@mail.nysed.gov](mailto:DTSDereviews@mail.nysed.gov) and staff will respond to the query as expeditiously as possible.

We look forward to supporting your improvement efforts in the new school year.

Enclosures

cc: Stephen Earley  
Crystal Cumberbatch-Greene  
Mary Sapp  
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Lori Ferguson