

**Mentor / Mentee Log**

*(circle one)*

School Year: \_\_\_\_\_ Building: \_\_\_\_\_

Mentor/Mentor Facilitator Name: \_\_\_\_\_

Mentor's Grade Level/Subject Area: \_\_\_\_\_

Mentee Name: \_\_\_\_\_ Year (circle): 1 2 3

Mentee's Grade Level/Subject Area: \_\_\_\_\_

Each mentor/mentor facilitator and mentee is required to keep a separate log.

Logs must be turned into the Office of Staff Development by December 15<sup>th</sup> and June 15<sup>th</sup> of each school year.

<u>DATE</u>	<u>TYPE OF MEETING (SEE KEY BELOW)</u>	<u>TIME OR LENGTH OF MEETING</u>	<u>DATE</u>	<u>TYPE OF MEETING (SEE KEY BELOW)</u>	<u>TIME OR LENGTH OF MEETING</u>

TOTAL NUMBER OF HOURS: \_\_\_\_\_

\*TYPE OF MEETING KEY:                      1=MEETING/CONFERENCE    2=CLASSROOM VISITATION

Mentor \_\_\_\_\_ Date \_\_\_\_\_

LOG FOR:    Mentor    Mentee  
*Please circle one*

Mentee \_\_\_\_\_ Date \_\_\_\_\_