



Illinois New Principal Mentoring Program

Frequently Asked Questions

GENERAL

What is the Illinois New Principal Mentoring Program?

The Illinois New Principal Mentoring Program, defined by standards and criteria, is designed to provide new principals with the individualized mentoring support they need to successfully transition into effective educational leaders. New leaders receive mentoring from proven, trained mentors who are paired with new principals based on geography, grade level, and need. The INPM Program is constantly evaluated for continuous improvements to make certain that the needs of new educational leaders and their students are being met.

Who is eligible participate in the Illinois New Principal Mentoring Program?

Eligible for Mentoring Services – Required to Participate

- Anyone who is in the first year as a principal in an Illinois public school is eligible for and required to participate in mentoring. Anyone who has served as an assistant principal in Illinois for a total of five years and is hired to be the principal by the school district in which the individual last served as an assistant principal “may choose to participate in the program or shall be required to participate by the school district.” Note: out-of-state experience as an assistant principal does not count as part of the five year requirement.

Not Eligible for Mentoring Services

- An individual who has previously served as a public school principal in another state and takes a position as principal in an Illinois public school for the first time
- An individual who worked as a principal in a nonpublic school and takes a position as principal in a public school for the first time

Other Situations

- Interim principals are not eligible for INPM services.
- Charter school principals are not eligible for INPM services.
- Private school principals are not eligible for INPM services.

MENTORING PROVIDERS

What are the qualifications for becoming a mentoring Provider?

Statewide organizations representing principals, institutions of higher education, Illinois community colleges, regional offices of education, school districts and other qualified Providers are eligible for certification by ISBE to provide mentoring services to Illinois new principals. Providers interested in providing mentoring to new principals must be committed to the purpose, goals, and objectives of the Illinois New Principal Mentoring Program. New Principal Mentoring Providers are

identified and certified through a standards-based process and will receive orientation training regarding new principal mentoring.

New Principal Mentoring Provider Qualifications include:

- Commitment to overall purpose, goals and objectives of the Illinois New Principal Mentoring Program.
- Commitment to the professional development of new principals.
- Capacity to provide high-quality principal mentoring with an emphasis on instructional leadership.
- Capacity to meet the individual needs of new principals.
- Compliance with ISBE approved standards and criteria for new principal mentoring in Illinois Principals Association.

How does my organization apply to become a mentoring Provider?

An organization wishing to become a mentoring provider submits a completed application by March 1st of any year. The application form and selection criteria are available on the Mentoring Provider page of the INPM website.

Every three years all approved providers submit applications for continuing approval. This application form and selection criteria are also available on the website.

What are the primary functions and responsibilities of a mentoring provider

New Principal Mentoring Provider Responsibilities include:

- Recruiting and selecting mentors
- Securing initial training for new mentors
- Providing ongoing professional development of mentors
- Matching mentors and new principals
- Facilitating mentor-new principal relationships
- Providing relevant resources for mentors and new principals
- Providing regular opportunities for the new principal to provide data and feedback about the mentor and quality of the mentoring provider.
- Using new principal feedback to make adjustments to process of mentoring and to guide professional development of mentors
- Completing necessary reporting and evaluation process and procedures

SCHOOL DISTRICTS

Are school districts required to pay for mentoring?

- No. Mentoring is only required if money is allocated and approved in the ISBE budget each year.

MENTORS

Who can be a mentor?

Experienced current, former and retired Illinois principals who have demonstrated success as instructional leaders will be selected to serve as mentors for Illinois public school administrators who are in their first year of service as building level principals. Mentors will be selected by mentoring Providers through a fair and open process.

New Principal Mentor Qualifications:

- Strong, ethical character
- Strong inter-personal skills
- Instructional leader as defined by but not limited to:
 - Facilitates a vision of learning within a learning community
 - Develops and sustains a collaborative professional learning community
 - Develops and sustains a positive school culture and instructional programming
 - Makes data driven decisions that focuses on the improvement of student performance
 - Effectively manages the operations, resources, and safety of a school
 - Positively influences the greater political, social, economic, legal and cultural context of learning communities to effectively advocate for their students

- Support of three professional references

What are the responsibilities and time commitment of the mentor?

High qualified, committed, experienced principals who are fully prepared to serve as mentors play a pivotal role in the implementation of a successful new principal mentoring program in Illinois.

Mentors are expected to:

- Fully attend the initial mentor training and all ongoing professional development activities.
- Dedicate sufficient time to mentoring to meet program requirements and serve the needs of the new principal (50 hours minimum)
- Be available to the new principal as specified by mentoring Provider expectations and the needs of the new principal
- Create, develop and maintain an effective, professional mentoring relationship with the new principal
- Make regular reports of status and progress in the mentoring process to the appropriate mentoring Provider and ISBE
- Complete final evaluation reports as required by the mentoring Provider and ISBE