Ask Your Mentor ABCs!

You will have questions. Your mentor can help. Use these ABC’s to know what to ask!

**AESOP (Substitute System)**
- Assemblies
- Attendance Policies
- Auxiliary Service Building (ASB)

**Back-to-School Night**
- Behavior/Classroom Management
- Budget Access & Amounts
- Bulletin Boards

**Collaboration**
- Communication
- Computer Lab Use
- Contract Time
- Copyright Laws
- Core Curriculum
- Curriculum Maps

**Disclosure Documents**
- District Acronyms
- District Policies
- Documentation of Contacts
- Dress Code (staff and students)
- Duties (recess, bus, etc.)

**Emergency Procedures**
- *earthquake
- *fire
- *first aid
- *lockdown
- *lock out
- *Shelter in place

**Faculty Assignments**
- Faculty Meetings
- Faculty Room
- Faculty Workroom
- Field Trips
- Furniture Needs

**Grading Policies**
- Guidance/Counseling

**Health Needs of Students**
- Health Plans
- Homework policies/procedures

**IEPs**
- Inside Days (elementary)

**Jordan District Website**
- JPAS
- JPLS

**Keys**

**Leave Requests**
- Legislative Money
- Licensing
- Lunch Procedures

**Mailbox**
- MasteryConnect
- Media Services
Ask Your Mentor ABCS!

New Student Enrollment
Nursing Services

Observations
Office Staff/Custodian

Parent/Teacher Conferences
Parking (Faculty & Student)
PLCS
Prioritizing
Procedures
Professional Development
PTA Involvement

Quality Teaching
Questions

Recycling
Relaxation Techniques
Room Arrangement
Rules and Routines

School Calendar
School Discipline Plan
School Map
School Policies
School Schedules
Seating Charts
Skyward
Special Education Services
Special Student Needs
Student Records
Substitute Procedures
Supplies

Technology Equipment/use
Telephone System
Testing Ethics
Textbooks
Transitions

USOE Teaching Standards
Utah Core Standards

Volunteers

Walk Through Observations
Who to Ask What

Excellent Teaching Strategies

Yearly Curriculum Map

Zero Tolerance
Zzzzzz--get enough rest

Add your own: