

Date: November 1, 2019

To: Carly Fortin, Director of the Office of Teaching & Learning

From: Kathleen Fraser, Special Education Teacher, South Side School

Re: Application to serve as Cooperating Teacher/TEAM Mentor

I am currently a resource room, special education teacher for 4th and 5th grade students. I have taught in Bristol for 5 full school years, the current school year being my 6th year. I have spent the duration of these years teaching at South Side School.

I would like to be trained as a mentor and cooperating teacher because I have a lot of knowledge and experience to share with a new or training teacher. I feel I can positively impact and influence new teachers, which in turn will strengthen our district cohort of teachers. I have served informally as a mentor to many teachers over my 17 year career, and I would like to formalize my mentor status. I want to help new and training teachers foster their love for teaching and learning, and help them to use a growth mindset to grow professionally. I have a belief that ALL students can learn at high levels, and all students can make growth each school year. This belief holds students to high standards, and new teachers can benefit from a mentor with this belief system.

As mentioned earlier, I am an accomplished teacher of 17 years, with a lot of knowledge and experience to share. As a veteran special education teacher, I work collaboratively at all times to create the best education plans and lessons for students identified as special education and their peers. On a daily basis I must collaborate with classroom teachers, student support specialists, related service providers, paraprofessionals, administrators, parents, etc. This collaborative nature and expertise is essential to the success of being a teacher.

As a resource room teacher, I spend part of my day co-teaching with regular education teachers, and part of the day providing small group specialized instruction to students. This type of teaching lends itself to becoming effective in teaching and intervening with tier 1 essential learning, and effective in providing targeted specialized instruction catered to the individual needs of students. I am fluent in grade level curriculum and providing all students with a guaranteed and viable curriculum, and I am also able to provide targeted instruction to students achieving below proficiency. These skills are essential for exemplary teachers, and as a mentor, any teacher would benefit from this expertise.

Over the years of my tenure as special education teacher, I have honed the essential skills needed to perform this job. I can accurately administer, analyze, and score achievement evaluations for initial referrals and reevaluations. I can effectively train and assist teachers in this type of student evaluation, as I have done this for new teachers over the years in an informal manner. I am proficient in creating Individualized Education Plans that provide

educational benefit, are legally sound, and address the individual needs of the student. I can pass this integral information to new and training teachers.

I am committed to my own professional learning and often participate in professional learning outside of the allotted professional development days. I have participated in dine and discuss sessions, book clubs, administrator initiated article readings, online webinars, and much more. I have also served on multiple committees at the school level including the school leadership team, title 1 parent advisory committee, school crisis team, etc. All of this professional learning and teamwork will only additionally positively impact a new or training teacher.

Lastly, it is worth noting that I have a 6th year degree in Educational Leadership and the 092 administrators' certification. As part of this degree I completed a year-long internship performing various activities of an administrator. Much of what I experienced and learned in this program related to effectively working and relating to adult learners. The accomplishment of this advanced degree provides me with an additional layer of information and expertise I can share with a new or cooperating teacher.

I look forward to becoming a mentor for the Bristol School District.

Kathleen Fraser  
Special Education Teacher, South Side School