

**MECKLENBURG AREA CATHOLIC SCHOOLS
FULL-TIME EMPLOYEE INCENTIVE PROGRAM
2019 – 2020 SCHOOL YEAR**

Section C: MENTORING PROGRAM PAYMENT REQUEST

Eligibility for Mentors

- Full-time MACS teachers and counselors are eligible
- Approval of the Superintendent must be received prior to serving as a mentor
- Initial licensing must be completed prior to serving as a mentor

Program Details and Requirements

- Mentors are expected to attend additional training workshops sponsored by the Catholic Schools Office
- Mentees must be new teachers with three years or less of teaching experience with MACS
- Stipend is allocated to the mentor teacher at the completion of each school year for the mentoring of new teachers up to their first three years of teaching
- Stipend is based on the number of teachers the person mentors with a maximum of two teachers per mentor

EMPLOYEE NAME _____

EMPLOYEE SCHOOL _____

NAME(S) OF MENTEES _____

Employee Signature _____ Date _____

Principal Signature _____ Date _____

Business Office Signature _____ Date _____

Superintendent Signature _____ Date _____

Amount to be paid: \$ _____