

TVI MENTOR CONTACT LOG FOR 2019-2020

MENTOR: _____

PROTÉGÉ: _____

Instructions:

Note time spent in quarter hours for each topic discussed with your protégé during the school year. Interactions may be by phone, in person or by email. **NOTE:** All of these activities are important to new COMS. However, **items marked with * are required activities** between the mentor and protege.

| TOPICS RELATED TO VI STUDENTS: | Time Spent |
|---|------------|
| ARD process/paperwork* | |
| IEP Goals and Objectives | |
| Review student folders | |
| Set up an itinerant schedule (https://www.youtube.com/watch?v=AM4_HSNX6aI) | |
| Etiologies/ Eye reports | |
| Issues for students with multiple impairments | |
| Statewide Assessment (STAAR Accommodations: http://tea.texas.gov/student.assessment/accommodations/) | |
| FVE/LMA* | |
| Student Programming* | |
| Observing Students | |
| Working with Parents/Families | |
| Collaboration with Others | |
| Accommodations to General Education Curriculum* | |
| Materials Adaptations* | |
| Evaluation/Instructional Strategies for the ECC*: | |
| • Sensory Efficiency/Low Vision | |
| • Independent Living | |
| • Compensatory Skills (e.g., braille, Nemeth, abacus, organization, study skills) | |
| • Transition | |
| • Career | |
| • Rec/Leisure | |
| • AT/software | |
| • Social Skills/Student Behavior | |
| • Self-Determination | |
| • O&M | |
| Other: | |
| Other: | |

| TOPICS RELATED TO PROGRAM STRUCTURE | |
|--|--|
| Legal framework (www.esc18.net) | |
| Program Documentation* | |
| Itinerant Model | |
| Resources for the job | |

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|---|--|
| Consulting Skills | |
| Scheduling | |
| Personal Organization/paperwork | |
| Type/Amount of Service* | |
| Caseload Size | |
| Role of TVI* | |
| Information on Agencies | |
| Ordering Materials/APH (http://www.tsbvi.edu/aph)* | |
| DB Census/VI Registration* | |
| Teacher Evaluation T-TESS Companion for TVIs (http://www.tsbvi.edu/2015-11-18-21-31-13/school-district-administrator) | |
| Other: | |
| Other: | |
| TOPICS RELATED TO INFANTS | |
| IFSP development | |
| Home visits | |
| Working with Parents/Families | |
| Infant/Toddler Programming | |
| Infant/Toddler Curricula | |
| ECI Policies for service delivery (VI) | |
| Other: | |
| CRUCIAL WEBSITES Spend time together on these: | |
| http://www.tsbvi.edu/new-vi-professional-home-page | |
| http://www.pathstoliteracy.org | |
| http://www.tsbvi.edu/ | |
| 2019-20 TSBVI Conferences/Events | |
| http://www.teachingvisuallyimpaired.com/ | |
| Legal Framework | |
| 2019-20 TSBVI Webinars | |

Please note any lessons/evaluations you may have observed or participated in with your protégé:

| DATE | LESSON TOPIC | TIME SPENT |
|------|--------------|------------|
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Email, fax or mail this log to the mentor coordinator by **April 15, 2020**

Chrissy Cowan, Mentor Coordinator

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