



**THE NEW YORK CITY DEPARTMENT OF EDUCATION**  
JOEL I. KLEIN, *Chancellor*

OFFICE OF THE CHIEF FINANCIAL OFFICER  
52 Chambers Street, New York, NY 10007

**BRUCE E FEIG**  
*Chief Financial Officer*

## **SCHOOL ALLOCATION MEMORANDUM NO. 57, FY06**

**DATE:** July 25, 2005

**TO:** **INSTRUCTIONAL LEADERSHIP DIVISION SUPERINTENDENTS,  
REGIONAL OPERATION CENTER EXECUTIVE DIRECTORS, and  
SCHOOL PRINCIPALS**

**FROM:** Bruce E. Feig

**SUBJECT:** **NEW TEACHER INDUCTION (MENTORING) PROGRAM**

The New Teacher Induction program provides mentors to every new teacher entering the New York City Department of Education with less than one full year of teaching experience. The mentors are regionally based and serve several schools with a ratio of 17 teachers to every mentor. The programs are run at the regional level by a Regional Director of New Teacher Induction assisted by a UFT Teacher Center Mentor Liaison. This year, we anticipate 383 full time mentors located in the 10 Regions and Districts 75 and 79.

The New Teacher Induction budget is allocated in three parts:

- **Regional Administration** – Allotments will provide for the Regional Director and Teacher Center Mentor Liaison positions, per session activities, timekeepers, and other support needs.
- **Regional School Programs** – Allotments will provide for mentors (full and part time) and OTPS for travel.
- **Central District 46** – Allotments will provide for administrative positions, per session for summer and school year activities, professional development, evaluations, and OTPS support.

The New Teacher Induction allocations are provided on the attached table. Funds have been posted in Galaxy. The Regional Operation Center should use the following allocation categories when scheduling funds in Galaxy:

Regional Administration      **“REGIONAL MENTORING ADMIN”**  
**“REGIONAL ADMIN CW”**

Regional School Programs      **“TL MENTORING”**  
**“TL MENTORING CW”**

c: Andres Alonso      Dr. Elizabeth Arons  
Brian Osborne      Kathleen Bocchino  
Shane Mulhern      Community Superintendents/Local Instructional Superintendents  
John O'Donnell      Regional Mentoring Directors

## New Teacher Induction Allocation

Allocation Category:                      Fund Source:  
 REGIONAL MENTORING ADMIN              TAX LEVY-ILD MENTOR  
 REGIONAL MENTORING ADMIN CW        TL REGION CW MENTOR

### REGIONAL ADMINISTRATION

Region	Location	Regional Director (Actual)	Mentor Liaison	Field Support	OTPS	Total
1	96X601	\$101,664	\$82,000	\$45,000	\$7,000	<b>\$235,664</b>
2	96X602	\$101,664	\$82,000	\$45,000	\$7,000	<b>\$235,664</b>
3	96Q601	\$101,664	\$82,000	\$25,000	\$7,000	<b>\$215,664</b>
4	96Q603	\$101,664	\$82,000	\$35,000	\$7,000	<b>\$225,664</b>
5	96Q604	\$101,664	\$82,000	\$35,000	\$7,000	<b>\$225,664</b>
6	96K602	\$105,392	\$82,000	\$25,000	\$7,000	<b>\$219,392</b>
7	96R601	\$101,664	\$82,000	\$30,000	\$7,000	<b>\$220,664</b>
8	96K604	\$107,537	\$82,000	\$30,000	\$7,000	<b>\$226,537</b>
9	96M601	\$101,664	\$82,000	\$40,000	\$7,000	<b>\$230,664</b>
10	96M602	\$101,664	\$82,000	\$25,000	\$7,000	<b>\$215,664</b>
Dist 75/79	97E690	\$107,971	\$82,000	\$25,000	\$7,000	<b>\$221,971</b>
<b>TOTAL</b>		<b>\$1,134,212</b>	<b>\$902,000</b>	<b>\$360,000</b>	<b>\$77,000</b>	<b>\$2,473,212</b>

**NOTE:** Regional Field Support funding could be used at the region's discretion for Teacher's Per diem services. Clerical Support & Temps etc.

Allocation Category:                      Fund Source:  
 TL MENTORING                              TAX LEVY MENTOR  
 TL MENTORING CW                        TL CW MENTOR

### REGIONAL SCHOOL PROGRAM

Region	Location	FULL TIME MENTORS		PART TIME MENTORS \$250 a day x 180 days=\$45,000		OTPS (Travel) 1,000	TOTAL
		Positions	66,400	Positions	45,000		
1	96J101	41	\$2,722,400	8	\$360,000	\$49,000	<b>\$3,131,400</b>
2	96J102	45	\$2,988,000	2	\$90,000	\$47,000	<b>\$3,125,000</b>
3	96J103	29	\$1,925,600	2	\$90,000	\$31,000	<b>\$2,046,600</b>
4	96J104	33	\$2,191,200	2	\$90,000	\$35,000	<b>\$2,316,200</b>
5	96J105	35	\$2,324,000	0	\$0	\$35,000	<b>\$2,359,000</b>
6	96J106	29	\$1,925,600	2	\$90,000	\$31,000	<b>\$2,046,600</b>
7	96J107	34	\$2,257,600	2	\$90,000	\$36,000	<b>\$2,383,600</b>
8	96J108	37	\$2,456,800	2	\$90,000	\$39,000	<b>\$2,585,800</b>
9	96J109	42	\$2,788,800	2	\$90,000	\$44,000	<b>\$2,922,800</b>
10	96J110	30	\$1,992,000	2	\$90,000	\$32,000	<b>\$2,114,000</b>
Dist.75/79	97E690	28	\$1,859,200	2	\$90,000	\$30,000	<b>\$1,979,200</b>
<b>TOTAL</b>		<b>383</b>	<b>\$25,431,200</b>	<b>26</b>	<b>\$1,170,000</b>	<b>\$409,000</b>	<b>\$27,010,200</b>

**NOTE:** Addition of 7 full-time mentors: Using 14 Budgeted part-time positions - now moved to full time