



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

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

## **SCHOOL ALLOCATION MEMORANDUM NO. 67, FY07**

**DATE:** September 25, 2006

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

**FROM:** Susan Olds, Executive Budget Director

**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 in regional schools 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 291 full time mentors located in the 10 Regions and District 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, timekeeping and other support needs.
- **Regional School Programs** – Allotments will provide for salary costs for full time and a prorated amount for terminated mentors. These funds may also be used for travel expenses, per-session and other support needs.
- **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 to Galaxy. The Regional Operations Center should use the following allocation categories when scheduling funds in Galaxy:

Regional Administration	<b>“TL REGIONAL MENTORING ADMIN”</b> <b>“TL REGIONAL MENTORING ADMIN CW”</b>
Regional School Programs	<b>“TL MENTORING”</b> <b>“TL MENTORING CW”</b>

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

**FY 2007 New Teacher Induction (Mentoring) Program Allocation**

Allocation Category TL MENTORING  
Fund Source TL MENTOR

Allocation Category TL REGIONAL MENTORING ADMIN  
Fund Source TL ILD MENTOR

Allocation Category TL MENTORING CW  
Fund Source TL CW MENTOR

Allocation Category TL REGIONAL MENTORING ADMIN CW  
Fund Source TL REGIONAL CW MENTOR

**TL Mentoring**

**TL Regional Mentoring Admin**

Region	Location	FTE	FY07 Alloc. [NOTE]
1	96J101	32.0	\$2,531,404
2	96J102	29.0	\$2,428,374
3	96J103	26.0	\$1,936,646
4	96J104	30.0	\$2,253,008
5	96J105	30.0	\$2,137,491
6	96J106	20.0	\$1,483,551
7	96J107	27.0	\$2,162,124
8	96J108	26.0	\$2,104,038
9	96J109	32.0	\$2,218,536
10	96J110	17.0	\$1,426,601
Dist 75/79	97E690	22.0	\$1,653,648

Location	FTE	Allocation
96X601	1.0	\$135,665
96X602	2.0	\$250,394
96Q601	2.0	\$237,172
96Q603	2.0	\$246,797
96Q604	2.3	\$236,343
96K602	1.0	\$133,109
96R601	2.0	\$241,797
96K604	1.0	\$161,538
96M601	2.0	\$176,550
96M602	2.0	\$218,804
97E690	1.0	\$105,754

**291.0      \$22,335,421**

**18.3      2,143,923**

**NOTE:** The FY07 Allocation includes a stub period adjustment to cover the salary from 7/1/06 to 8/31/06 for those mentors whose positions were terminated. The Annual Allocation Amount is the amount of funds available for the mentoring program.