CHARLOTTE MECKLENBURG SCHOOLS

BEGINNING TEACHER SUPPORT PROGRAM (BTSP)

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| PRINCIPAL RESPONSIBILITIES |

In an effort to provide consistent support to all Charlotte-Mecklenburg Schools’ Beginning Teachers (BTs), each Principal will implement current policies of the North Carolina Department of Public Instruction’s Beginning Teacher Support Program. They will also adhere to any and all policies provided to them through Charlotte-Mecklenburg Schools.

All Principals will:

* Adhere to all guidelines and deadlines on the NCEES Evaluation Timeline for Teachers to ensure all BTSP documents are completed and signed (pre- and post- observations conferences, 3 observations, teacher summary rating, log annual orientation date and PDPs)
* Appoints a Mentor Contact to serve as the liaison to Central Office and the school
* Assign each BT a trained Mentor in MyTalent and Home Base Educator Evaluation System
* Provide protective time for Mentor and BTs to meet
* Provide each BT with the annual required orientation
* Support the Mentor Contact in all components of BTSP to meet deadlines
* Confirm his/her school is 100% in compliance with state and local BTSP requirements
* Serve as the instructional leader to BTs