

Dear Teachers,

Grade 5 is beginning to prepare for The Exhibition. Many of you participated last year and were a critical piece to the success of our groups.  The kids really enjoyed having the extra assistance, especially working with someone they don’t see every day,  and feedback suggests that our mentors enjoyed being involved in this UNIS community event as well!

For those of you who were involved last year, you know the routine; we’ve listed the basics below.  For those of you who are interested in mentoring a group but need more information, please let us know and we’ll get back to you.

**Who can be a mentor?** You can!  Homeroom teachers, specialists, admin, guidance, learning support, language teachers, etc…anyone with a passion for helping students learn!

**How much of a time commitment is this?** Only one planning block or recess break a week. We have some teaching times available for you to sign up for. You may also choose to sign up during your recess times.  It will last from March 4 to April 26. (see below for early sign-ups!)

**What do I do?**  5th grade teachers will keep you informed about where we are in the process and general ideas about what the kids should be doing. Students will have a [mentor book](http://portal.unishanoi.org/resources/G05/Sharing%20the%20Planet/Teacher%20Resources/Mentor%20Handbook%202012.docx) that they will bring with them each week, outlining their goals and their duties on a weekly basis. We also have a [website](http://unispypexhibition.weebly.com/) that will hold all of the information for you to look over.  *(In response to mentor feedback, no more Google Docs for mentors!)* You can review it with them, ask questions to help them deepen their understanding, and help them organize their ideas and duties for the week until your next meeting.

**Who will I work with?** Once students have formed groups and topics, mentors can choose groups they would like to work with. As much as possible, mentors will team up with children they want to work with or topics that interest them. (We can’t always guarantee this, so first come, first picks!)

**How do I work with the homeroom teacher**?  Every Thursday during morning recess, we will have an *optional* coffee break in Mindy's room for any mentors who need to touch base or have concerns about their group.  You can also send emails or chat us up anytime.

**What if my group is “dysfunctional**?” Each group will have a Lead Teacher for you to liaise with. We, the 5th grade team, will do our best to straighten out any problems and we'll be working with these groups regularly throughout the week. Ultimately, this is the children’s inquiry.  Together, we will help guide them and support them, but this will not be your burden!

**Is it hard**? Nope.  You don’t need experience.  The 5th grade team will support you and do everything we can to make it a positive experience.

**Early Sign-ups!** Already know when you can help?  Let us know when you’re available!  Available times:

* Every day:  10:30-10:55  &   12:15-12:45  (recesses)
* Monday:  9:05-9:45 (block 2)& 9:50-10:30 (block 3)
* Tuesday:  10:55-11:35 (block 4) & 11:40-12:20 (block 5)
* Friday:  9:05-9:45 (block 2) & 9:50-10:30 (block 3)

 