

**Date:** August 18, 2011  
**To:** School Administrators with Approved Career Education Programs  
**From:** Sharon Hoge, Ph.D.  
Assistant Commissioner  
**Subject:** Kick Off for First-Year Career Education Mentoring Program Participants

To assist us in planning for the upcoming year of mentoring activities, we would like your help in identifying new secondary career education teachers. By new educators, we mean first-year educators, experienced educators teaching in a career education program area for the first time, educators returning in a career education program area after an absence of five years or more, or educators returning in a new career education program area after an absence of five years or more.

Even though you may have a mentoring program in your school district, we are offering the Career Education Mentoring Program as a complement to your local program. This program will assist each of your protégés (new educators) in addressing the challenges and responsibilities of their specific program areas by providing a mentor from another school district who is experienced in the same program area.

The kickoff for the 2011-2012 mentoring program will be held on September 26, 2011 from 9:00 a.m. to 3:00 p.m. at the Truman Hotel, 1510 Jefferson Street, in Jefferson City. If you would like to have your new career education teacher(s) participate in the Career Education Mentoring Program, please complete a protégé application for each new teacher. You may access the form at [http://dese.mo.gov/divcareered/mentoring\\_program.htm](http://dese.mo.gov/divcareered/mentoring_program.htm). Please return the completed form by e-mail to [webreplyvae@dese.mo.gov](mailto:webreplyvae@dese.mo.gov) or fax to (573) 526-4261 as soon as possible.

Upon receipt of the protégé application, a mentor will be assigned. In late August, all mentoring program participants for the upcoming school year will receive a letter announcing the team member's name and school.

Please contact Dennis at (573) 751-3500 or [dennis.harden@dese.mo.gov](mailto:dennis.harden@dese.mo.gov) with questions.