



# RIALTO USD Induction Program

## Change of Mentor Form

Mentoring support is the foundation of the Induction Program. A strong, collaborative, and reflective relationship between Induction Teachers and Mentors is essential to the success of the program.

Induction Teachers may request a change of Mentor by submitting the "Change of Mentor Form" to the Induction Program Specialist. Upon receipt, the Specialist will follow up to discuss and process the request.

*Please note: At times, involuntary Mentor changes may be necessary to ensure equitable support across the program. When such changes occur, affected Induction Teachers will be notified and provided with documentation.*

Due to the need to maintain equity in mentor assignments, your Mentor has been reassigned. Your new Mentor is **[Mentor Name]**. This change was made solely to ensure balanced and effective support for all participants. Your new Mentor is fully prepared to provide you with high-quality guidance throughout your Induction journey.

If you have any questions or concerns, please feel free to contact me directly, Charmaine Hughey-Bailey

1. Double click on this box to open the drawing window.  
2. On the toolbar, click on the down arrow next to the line icon and choose scribble.  
3. Sign your name under this instructional box using your mouse/cursor.  
4. On the toolbar, click on the arrow to get your mouse cursor back.  
5. Click on the line of direction box, and delete this instructional box (NO Cursor blinking).  
Only signature should be present and then click save & close.

Induction Program Specialist

Date

### Induction Teacher Request for a Change of Mentor

To Request a Change of Mentor:

I, \_\_\_\_\_, am assigned an Induction Mentor: \_\_\_\_\_

I request a change of Mentor due to \_\_\_\_\_

1. Double click on this box to open the drawing window.  
2. On the toolbar, click on the down arrow next to the line icon and choose scribble.  
3. Sign your name under this instructional box using your mouse/cursor.  
4. On the toolbar, click on the arrow to get your mouse cursor back.  
5. Click on the line of direction box, and delete this instructional box (NO Cursor blinking).  
Only signature should be present and then click save & close.

Induction Teacher Print Name

Signature

Date

### \*\*\* OFFICE USE ONLY \*\*\*

The requested Mentor change is:

- ☐ Approved  
☐ Mentor Match

Your new Mentor is:

Date: \_\_\_\_\_

- ☐ Cannot be accommodated at this time due to <<TYPE HERE>>

Your request may be revisited at a future date.

1. Double click on this box to open the drawing window.  
2. On the toolbar, click on the down arrow next to the line icon and choose scribble.  
3. Sign your name under this instructional box using your mouse/cursor.  
4. On the toolbar, click on the arrow to get your mouse cursor back.  
5. Click on the line of direction box, and delete this instructional box (NO Cursor blinking).  
Only signature should be present and then click save & close.

Induction Program Specialist

Date