

# FOLEY PUBLIC SCHOOLS

## Mentoring Team Agendas



[February 2nd, 2026](#)  
[Team Links/Resources](#)

February 2nd, 2026																			
MPC Leadership Team	Mentoring Partnerships																		
<p>Kelsey Harps: RTS Mentoring Coach</p> <p>Kristie Rahm: District Literacy Lead</p> <p>Ashley Stuckmayer: FES Teacher                      Richard Thomas: FIS Teacher                      Michele Gross: FHS Teacher</p>	<table border="1"> <thead> <tr> <th>Mentors</th> <th>Mentees</th> </tr> </thead> <tbody> <tr> <td>FES: Ashley Stuckmayer astuckmayer@apps.isd51.org</td> <td>FES: Victoria Vorobyev (PreK) vvorobyev@apps.isd51.org</td> </tr> <tr> <td>FES: Jennifer Jarousek jjarousek@apps.isd51.org</td> <td>FES: Kaylee Klang (K) kklang@apps.isd51.org</td> </tr> <tr> <td>FES: Becky Steffenson rsteffenson@apps.isd51.org</td> <td>FES: Ashley Lassen (1st Grade) alassen@apps.isd51.org</td> </tr> <tr> <td>FES: Michelle Lyrenmann mlyrenmann@apps.isd51.org</td> <td>FES: Halle Brenny (3rd Grade) hbrenny@apps.isd51.org</td> </tr> <tr> <td>FIS: Kristin Herbert kherbert@apps.isd51.org</td> <td>FIS: Davina Srey (6th Grade) dsrey@apps.isd51.org</td> </tr> <tr> <td>FIS: Richard Thomas rthomas@apps.isd51.org</td> <td>FIS: Austin Lewandowski (Art) alewandowski@apps.isd51.org</td> </tr> <tr> <td>FIS: Amanda Zawacki azawacki@apps.isd51.org</td> <td>FIS: Donald Anderson (SPED) danderson@apps.isd51.org</td> </tr> <tr> <td>FIS: Amanda Kivel akivel@apps.isd51.org</td> <td>FIS: Elizabeth DeMars (SPED) edemars@apps.isd51.org</td> </tr> </tbody> </table>	Mentors	Mentees	FES: Ashley Stuckmayer astuckmayer@apps.isd51.org	FES: Victoria Vorobyev (PreK) vvorobyev@apps.isd51.org	FES: Jennifer Jarousek jjarousek@apps.isd51.org	FES: Kaylee Klang (K) kklang@apps.isd51.org	FES: Becky Steffenson rsteffenson@apps.isd51.org	FES: Ashley Lassen (1st Grade) alassen@apps.isd51.org	FES: Michelle Lyrenmann mlyrenmann@apps.isd51.org	FES: Halle Brenny (3rd Grade) hbrenny@apps.isd51.org	FIS: Kristin Herbert kherbert@apps.isd51.org	FIS: Davina Srey (6th Grade) dsrey@apps.isd51.org	FIS: Richard Thomas rthomas@apps.isd51.org	FIS: Austin Lewandowski (Art) alewandowski@apps.isd51.org	FIS: Amanda Zawacki azawacki@apps.isd51.org	FIS: Donald Anderson (SPED) danderson@apps.isd51.org	FIS: Amanda Kivel akivel@apps.isd51.org	FIS: Elizabeth DeMars (SPED) edemars@apps.isd51.org
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<b>Quick Share:</b> (2-3 min.)	Share a mentoring win!																		
<b>Dashboard Reference:</b> (1-2 min.)	<p> <a href="#">Foley Mentoring Dashboard 25 - 26</a></p> <p>See document tabs listed in the left column on your screen:</p> <ul style="list-style-type: none"> <li>• Monthly Tasks</li> <li>• Mentoring Log</li> <li>• Coaching Tools</li> <li>• Start of the Year Resources</li> <li>• Handbook</li> <li>• Training Opportunities</li> </ul>																		

## Meeting Agenda

Focus: Observation Cycle

Observations Tools:  [Foley Obs Tools - Mentor Forum Example.pdf](#)

Briefly Recap Observation Cycle (Kelsey)

- Pre-Observation Conversation
  - Use 'Pre-Observation Conversation Form' to support planning
    - Clarify lesson context
    - Determine observation focus; use  [NTC\\_Coaching Indicators at a Glance.pdf](#)
      - Team narrows coaching indicator focus selection for this year
    - Identify questions and plan for note-taking
- Observation
  - Observe the lesson
  - Use 'Observation Tool' form for recording notes and questions
- Post-Observation Discussion
  - Use 'Post Observation Co-Analysis Tool & Note Catcher' to support conversation
    - Use a coaching indicator rubric
    - Identify strengths and areas form growth/next steps

Observation Logistics [Form](#)

- Time: 45 Minute Slots (30-35 Minute Lesson/5-10 Minute Transition)
- Date: 1st/2nd Week of February
- Schedule:
  - 8:30-9:15: Zawacki/Anderson; Stuckmayer/Vorobyev; Steffenson/Lassen
  - 9:15-10:00: Stuckmayer/Vorobyev; Steffenson/Lassen
  - 10:00-10:45: Jarousek/Klang; Herbert/Srey; Steffenson/Lassen
  - 10:45-11:30: Lyrenmann/Brenny; Jarousek/Klang; Herbert/Srey; Thomas/Lewandowski
  - 11:30-12:15: Zawacki/Anderson; Steffenson/Lawsen
  - 12:15-1:00: Stuckmayer/Vorobyev
  - 1:00-1:45: Herbert/Srey; Stuckmayer/Vorobyev; Steffenson/Lassen
  - 1:45-2:30: Lyrenmann/Brenny; Thomas/Lewandowski
  - 2:30-3:00: Lyrenmann/Brenny; Thomas/Lewandowski

### **Day 1:**

8:15-9:15: Stuckmayer/Vorobyev  
9:15-10:15: Steffenson/Lassen  
10:15-11:15: Jarousek/Klang  
11:15-11:30: FES -> FIS Transition  
11:30-12:30: Zawacki/Anderson  
12:30-1:00: Lunch  
1:00-2:00: Herbert/Srey\*  
2:00-2:15: FIS - > FES Transition  
2:15-3:15: Thomas/Lewandowski\*

### **Day 2:**

8:30-9:30: Kivel/DeMars  
9:30-10:30: OPEN  
10:30-11:30: Lyrenmann/Brenny

## Topic Resources

Tools:

-  [Foley Obs Tools - Mentor Forum Example.pdf](#)
-  [NTC\\_Coaching Indicators at a Glance.pdf](#)

## Prompts to Support Conversations

**Observation Cycle:  
(25 min.)**  
Mentoring Focal Point  
for February-March

<b>2025-26 Mentor-Only Meeting Dates</b>	<ul style="list-style-type: none"> <li>● November 3rd: Lesson Planning <ul style="list-style-type: none"> <li>○ Plan/Prepare</li> <li>○ Tool: Planning Conversation Guide</li> </ul> </li> <li>● February 2nd: Observation Cycle <ul style="list-style-type: none"> <li>○ Teach/Assess</li> <li>○ Tools: Pre-Observation Conversation &amp; Post-Observation Co-Analysis</li> </ul> </li> <li>● April 13th: Student Work Analysis <ul style="list-style-type: none"> <li>○ Analyze/Reflect</li> <li>○ Tool: Analyzing Student Learning</li> </ul> </li> <li>● May 18th: Recap/Exit Survey</li> </ul>
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## Team Links/Resources

Dashboard 2025-2026			
 <a href="#">Foley Mentoring Dashboard 25 - 26</a>			
Foley Mentoring Handbook	NTC Coaching Cycle & Tools	Lesson Planning Guide and Template	Instructional Support Tools
 Copy of 2022 Ment...	 NTC_Tools to Support Teaching an...	 Lesson Planning Guide and Template	 Instructional Strategies and Su...  Common Instructional Strategi...  NTC_Planning Conversation Gu...