**CIT Lead-Teacher Mentor Reapplication Information 2024**

If your two-year term as a CIT Lead Teacher-Mentor expires at the end of June 2024, you will receive an email message and invitation to complete the on-line **CIT Lead Teacher-Mentor Reapplication** Google form.

***\*\*\* If you did not receive an email message, then you can safely assume that, according to our records, your two-year term does not expire this spring. There is nothing further for you to do. \*\*\****

If it is your year to reapply, you will find full instructions when you link to the Re-application Google form. You need to complete the on-line Reapplication Google form by **June 30, 2024.** Please note that

* You should give yourself some time to reflect and to answer questions thoughtfully and thoroughly using concrete examples of from your work as a Mentor so the CIT Panel will have sufficient evidence to evaluate your reapplication.
* **If you do not finish all the questions in one sitting, you can return to the form and make changes up until the due date. You can do this by submitting the form, and then using the link in the email confirmation that you will receive to return and edit your responses.**
* If you have not been activated, or your actual experience does not provide a relevant example for a reapplication question, you will be asked to indicate that in your answer and describe how you *might* approach the scenario or issue.
* You will need to sign in with your district Google account ([7-digit ID #]@rcsd121.org).
* CIT will contact your ***current*** RTA Rep and Principal directly for a reference. Y**ou do not need to ask them to submit confidential reference forms as in the past**.
* It would be helpful to let [CIT](mailto:CIT@rcsdk12.org) know if you are ***not***planning to reapply (so we won’t bug you with reminders).

In July, the CIT Governing Panel will rate your written reapplication responses based on your clear analysis of your mentoring practice with fully developed, relevant and specific examples. In February, the CIT Governing Panel will review reapplications, mentor performance, paperwork, attendance, references, and evaluations and will either (1) renew you for another two-year term, (2) invite you for a reapplication interview, or (3) decline to renew your position for another term. Call or email [stefan.cohen@rcsdk12.org](mailto:stefan.cohen@rcsdk12.org) with questions.

On behalf of the CIT Governing Panel, thank you for your leadership. We look forward to receiving your on-line reapplication!

**Stefan Cohen**

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[www.rcsdk12.org/CIT](http://www.rcsdk12.org/CIT)