## Tool 3: Aggregating Mentee Self-Reflection Responses

**Instructions:** A mentor collects all the information from [Tool 2: Novice Teacher Self-Reflection](https://www.doe.mass.edu/edeffectiveness/mentor/tool2.docx) from all their mentees. Next, the mentor can use the table below to help collect the data on mentees’ needs and identify trends across mentees or individualized supports as needed. The top row is a sample response.

| Standard | Element | Support status | Number of mentees | Mentees | Evidence | Approach for supports |
| --- | --- | --- | --- | --- | --- | --- |
| Standard I: Curriculum, Planning, and Assessment  | Subject matter knowledge | Low priority | 2 | John Smith, Lauren Apple, Tom Hanks, Mary Johnson | Mentees have strong understanding of mathematical concepts they are teaching  | Lead professional learning community session for others who need support in mathematical concepts |
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