Fact Sheet for Superintendents: The New Teacher Induction Program

The New Teacher Induction Program (NTIP) is part of the Ontario Government's plan to promote high levels of student achievement. The program supports the growth and professional development of new teachers. It is the second step in a continuum of professional development, building on and complementing the first step: pre-service education programs.

The NTIP includes:
- Orientation (at both the board and school levels)
- Professional Development and Training specific to the needs of new teachers
- Mentoring for new teachers by experienced teachers
- a revised Performance Appraisal system for new teachers

Superintendent Responsibilities for the NTIP

Each school board must designate a superintendent responsible for the NTIP. That superintendent may also oversee the performance appraisal process for new teachers, or will work closely with the superintendent designated to do so.

The designated NTIP superintendent has the following responsibilities:

- ensure the NTIP fits into the board’s strategic plan
- monitor the quality of the program in the schools
- provide fiscal management of the program
- submit the board’s NTIP plan and reports, as required by the ministry
- organize system-wide sessions (where these may be more efficient) such as board-level orientation, training of mentors/administrators, and selected professional development activities
- coordinate the board’s program, comprised of a basic infrastructure including:
  - an NTIP steering committee to coordinate board-wide supports, policies and procedures (with representation from new teachers, mentors, principals, local federation affiliates, faculties of education, and others as appropriate)
  - data collection method suitable for gathering data required for ministry NTIP reports
  - a communications plan for sharing information related to the NTIP
- carry out the performance appraisal obligations of the principal in instances where the principal is unable to do so
- consult regularly with the principal while the teacher is on review status regarding the teacher’s performance and steps that may be taken to improve it
- be familiar with the roles and responsibilities of school boards and carry out all duties of Supervisory Officers in the performance appraisal process for new teachers
- collect the names of all new teachers who complete the NTIP and submit them to the Ontario College of Teachers within 60 calendar days to ensure that all teachers who have earned a notation receive it.

1 A detailed account of all superintendent roles and responsibilities can be found in both the NTIP: Induction Elements Manual and the NTIP: Manual for Performance Appraisal of New Teachers. These documents are available at http://www.edu.gov.on.ca/eng/teacher/induction.html.