

# SAMPLE MEETING FREQUENCY

**Getting to know each other & developing an action plan**

OCT  
2025

NOV  
2025

**3rd Meeting**  
Checking in on action plan goals

DEC  
2025

JAN  
2026

**5th Meeting**  
Checking in on progress and growth

FEB  
2026

MAR  
2026

**7th Meeting**  
Checking in on change in mentee abilities

APR  
2026

MAY  
2026

**2nd Meeting**  
Attend WAN Program if schedules allow

**4th Meeting**  
Attend WAN Program if schedules allow

**6th Meeting**  
Attend WAN Program & Debrief

**8th Meeting**  
Completing the End of Year Survey & Celebration