

Wipro SEF Contract for Phase II Fellows

Being selected to be a Wipro Science Education Fellow is a great honor and responsibility. It honors your dedication to your teaching, your school, your students, your district and your professional development. The lists below outline the responsibilities of the Fellows, School Administrators, and District Coordinators. Please carefully read the text and sign the contract below.

Primary Responsibilities of Math and Science Fellows

- Be reflective, open-minded, committed, and supportive in order to grow
- Participate in evaluation and research, such as surveys and interviews, during and after your time as a Fellow
- Implement the district science curriculum in your classroom
- Complete all core activities:

Fellows: Core activity	Estimated time commitment (hours)	Program Year	Level of flexibility of time commitment	Overlap with regular school work
Attend Induction Meeting	3	Year 1	None	No
Attend all monthly Fellows Meetings, 9 meetings, 2 hr each	18	Year 1	None	No
Prep work for monthly meetings	9	Year 1	Flexible	No
Attend small group CCLS Meetings	40	Year 1	Semi-Flexible	No
Video record three lessons plus one practice lesson	3	Year 1	Semi-Flexible	Yes
Design, lead, and video record a professional development workshop	5	Year 2	Semi-Flexible	Somewhat
Write lessons for your classes that integrate science and math practices	40	Years 1 & 2	Flexible	Yes
Meet with district cohort Fellows and Coordinator	12	Year 2	Semi-Flexible	Somewhat
Total hours	130			

Primary Responsibilities of School Administrators

- Support Fellows' work
- Allow the Fellow's classroom to be video recorded three times during the school year; video will be viewed by peer teachers as a vehicle for discussion and will not be used to evaluate individual students.
- Fellows may be expected to participate in national and regional conferences (for example, NSTA and STOM). Be open to securing substitutes for up to 3 days during the school year (with at least 2 weeks of notice given); funds for the substitutes will be provided by the Wipro SEF Program (subject to available funding).
- Permit other Fellows to observe your school's Fellow's classroom.
- Implement the district science curriculum.
- Assist Fellows as they continue to seek leadership opportunities.

Primary Responsibilities of the District Coordinators

- Recruit eligible teachers to apply for program
- Help select teachers
- Attend monthly meetings with SEF Fellows
- Lead some monthly meetings during the first year of the Fellowship
- Lead quarterly district meetings with Fellows during the second year of the Fellowship
- Attend district coordinator learning community meetings
- Be actively engaged in the planning of the program

Primary Responsibilities of the Wipro SEF Program

- Be supportive
- Provide video equipment and support
- Provide professional development that is stimulating, current, and pertinent
- Be responsive to Fellows' suggestions as much as possible
- Assist Fellows as they continue to seek leadership opportunities
- Provide training and support of individualized professional development plan
- Compensate in a timely manner; Fellows will earn a stipend for completion of all components of the Science Education Fellowship. Fellows will receive stipends over the course of the Fellowship upon completion of their requirements.
- Provide feedback on Fellows' progress in the program throughout the Fellowship
- Be realistic

