



Missouri Wipro SEF Contract for Fellows 2022-26

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.

Fellows, Administrators, and District Coordinators: Please carefully read and sign the contract below.

Primary Responsibilities of Fellows

- Complete all core activities
- 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 and math curriculum in your classroom

Activities for Grade 6-12 Fellows

Grade 6-12 Fellows Core Activity	Estimated commitment (Hours)	Program Year	Level of flexibility	Overlap with school work
Attend Introductory Meeting	6	Year 1	None	No
Attend all monthly Fellows Meetings, 8 meetings	24	Year 1	None	No
Prep work for monthly meetings	8	Year 1	Flexible	No
Attend small group CCLS Meetings	25	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	4	Year 2	Semi-Flexible	Somewhat
Attend Introductory Meeting	4	Year 2	None	No
Attend 3 bimonthly meetings	9	Year 2	None	Somewhat
Write lessons for your classes that integrate science and math practices	25	Years 1 & 2	Flexible	Yes
Meet with district cohort Fellows and Coordinator	10	Years 1 & 2	Semi-Flexible	Somewhat
Attend Wipro Conferences	12	Years 1 & 2	None	No
Total hours	130			

Activities for Grade K-5 Fellows

Grade K-5 Fellows Core Activity	Estimated commitment (Hours)	Level of flexibility	Overlap with school work
Attend Introductory Meeting	5	None	No
Attend bimonthly Fellows Meetings, 3 meetings	9	None	No
Prep work for monthly meetings	3	Flexible	No
Design, lead, and video record a professional development workshop	4	Semi-Flexible	Somewhat
Write lessons for your classes that integrate science and math practices	10	Flexible	Yes
Meet with district cohort Fellows and Coordinator	3	Semi-Flexible	Somewhat
Attend Wipro conference	6	None	No
Total hours	40		

Primary Responsibilities of School Administrators

- Support Fellows’ work
- Allow the Fellow’s classroom to be video recorded three times during the 2018-19 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 such as NSTA, CAST and ISEA. 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
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I certify that I have read and agree to all the conditions stated above.

I am aware that receiving the stipend is tied into successfully completing all of the assigned activities.

I confirm that I am aware of the expectations that are held for the Wipro Science Education Fellows and commit to fulfilling those responsibilities.

Applicant Name (Print) Signature Date

Principal's Name Print) Signature Date

District Coordinator Name(Print) Signature Title Date
or Curriculum Director or Superintendent