Please read instructions and complete the [Online application](#).

For questions about the application or for online assistance, please contact your district coordinator, listed at the end of this document.

**Wipro SEF Contract**

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. Please note that you will only receive your entire stipend if you complete all program activities.

**Primary Responsibilities of Fellows**

Complete all core activities:

<table>
<thead>
<tr>
<th>Core Activity</th>
<th>Estimated Time Commitment (over two years)</th>
<th>Program Year</th>
<th>Level of Flexibility of How and When Activity is Accomplished</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attend Induction Meeting in June</td>
<td>2 hours</td>
<td>Year 1</td>
<td>None</td>
</tr>
<tr>
<td>Attend all monthly Fellows Meetings</td>
<td>40 hours</td>
<td>Year 1</td>
<td>None</td>
</tr>
<tr>
<td>Prep work for monthly meetings</td>
<td>20 hours</td>
<td>Year 1</td>
<td>Flexible</td>
</tr>
<tr>
<td>Attend all PLC small group Meetings</td>
<td>44 hours</td>
<td>Year 1</td>
<td>Semi-Flexible</td>
</tr>
<tr>
<td>Videotape 2 lessons plus one practice lesson</td>
<td>4 hours</td>
<td>Year 1</td>
<td>Semi-Flexible</td>
</tr>
<tr>
<td>Completion of reporting individual activities.</td>
<td>15 hours</td>
<td>Year 1</td>
<td>Flexible</td>
</tr>
<tr>
<td>Develop and carry out professional growth plan</td>
<td>107 hours</td>
<td>Year 2</td>
<td>Highly Flexible</td>
</tr>
<tr>
<td>Design, lead, and videotape a professional development workshop</td>
<td>5 hours</td>
<td>Year 2</td>
<td>Highly Flexible</td>
</tr>
<tr>
<td>Meet with district cohort Fellows and Coordinator</td>
<td>8 hours</td>
<td>Year 2</td>
<td>Semi-Flexible</td>
</tr>
<tr>
<td>Meet with your advisor at regular intervals</td>
<td>5 hours</td>
<td>Year 2</td>
<td>Flexible</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>250 Hours over two years</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
• 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

**Primary Responsibilities of School Administrators**

• Support Fellow’s work

• Facilitate the videotaping of the Fellow’s class 2 times during the 2015-2016 school year; only students who have returned the Agreement for Media Appearances form will be seen on the video; videotapes are being viewed by peer teachers as a vehicle for discussion and will not be used to evaluate individual students.

• There may be opportunities for the Fellows to participate in national conferences, etc. Be open to securing substitutes for up to 3 days during the school year (with at least 2 weeks of advance notice given); funds for the substitutes will be provided by the Wipro SEF Program.

• Permit other Fellows to observe your Fellow’s classroom

• Implement the district science curriculum

• Assist and provide opportunities for Fellows as they continue to seek leadership opportunities

• Publicize the accomplishments of the fellows throughout district and community. (e.g., school board meetings, information boards and newsletters)

**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 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

• Contribute to the quarterly report to Wipro.
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 total of $10,000 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
- Provide funds to district for 3 substitute days

I certify that I have read and agree to all of the conditions stated above. I confirm that I am aware of the expectations that are held for the Wipro Science Education Fellows and commit to fulfilling those responsibilities. Note: All application materials must be received by Colette Killian by 11:59pm 02/27/2015.

The application can be found online at: https://docs.google.com/forms/d/1nOxKAKQJHTmAi5BeqvKQ6pWVRK3k49uo3c8j8a400/viewform

Submit the application online AND send this SIGNED DOCUMENT via email to killianco@mail.montclair.edu.

Applicant’s Name (Print)  Signature  Date

Principal’s Name (Print)  Signature  Date

Wipro Science District Coordinator’s Name (Print)  Signature  Date

Wipro Science District Coordinators:
Clifton - Gary Frankel - GFrankel@cliftonschools.net
Kearny – Mary Goffredo - mgoffredo@kearnyschools.com
Montclair – Alyson Wasko - AWasko@montclair.k12.nj.us
Orange - Erika Hackett - HacketEr@mail.orange.k12.nj.us
Paramus - Dr. Michael Pilacik - mpilacik@paramus.k12.nj.us