

• OFFICE OF CURRICULUM INSTRUCTION •

OKLAHOMA ENGLISH LANGUAGE ARTS STANDARDS CURRICULUM RESOURCE PROJECT APPLICATION

APPLICATIONS DUE: MARCH 24, 2017 BY 5:00 PM

SUCCESSFUL APPLICANTS WILL BE NOTIFIED THROUGH EMAIL APRIL 10, 2017 BY 5:00 PM

OVERVIEW

The Oklahoma State Department of Education is seeking English Language Arts educators to participate in Phase 2 of the development of Oklahoma English Language Arts Standards Curriculum Resource Project. The Oklahoma English Language Arts Standards Curriculum Resource Project provides educators with information and tools to develop curriculum and formative assessments aligned to the Oklahoma Academic Standards for English Language Arts. The Curriculum Resource Project will not serve as curriculum itself. The Oklahoma English Language Arts Standards Curriculum Resource Project will be modeled from a similar resource developed in [Minnesota](#). Phase 1 resources, the Curriculum Frameworks, can be viewed at ELAOKTeachers.com/frameworks.

Resources may include the following deliverables:

- updated, enhanced, or new Curriculum Frameworks,
- classroom instructional suggestions and guidance documents,
- essential [inFormative Assessment Bundles](#), and
- other deliverables as determined necessary.

Oklahoma educators will be selected through the process defined in this application to serve as Curriculum Resource Writers. All work will be conducted outside of the educator's regularly scheduled school days and teaching contracted hours.

CURRICULUM RESOURCE WRITERS EXPECTATIONS

- Writers will participate in a series of virtual modules that will serve as professional development and training to develop the resources for this project.
- Writers will work with other educators to develop resources for the grade-level or course that they currently teach or have had experience in teaching.
- Writers will meet virtually with other educators to discuss the virtual modules being produced.
- Writers will attend virtual meetings after school hours with the Project Consultant and/or the Directors of Elementary and Secondary English Language Arts for the Oklahoma State Department of Education.
- Writers will attend three in-person meetings in the Oklahoma City Metro area on the following dates from 9:00am - 4:00pm. Dates and times are subject to change.
 - Tuesday, June 6 - Thursday, June 8, 2017
 - Wednesday, July 5 - Thursday, July 6, 2017
 - Tuesday, August 1 - Wednesday, August 2, 2017
- Writers will submit work for the Oklahoma English Language Arts Standards Curriculum Resource Project for review and feedback.

PAYMENT

Oklahoma educators selected through this application process will be paid \$642.85 per month for work to be completed from May 2017 through September 2017. This fee includes travel costs and other costs related to participating in the project. No other stipends or reimbursements will be made to participating educators for any reason.

INSTRUCTIONS FOR APPLYING

Please complete the application for consideration to be selected to participate in the development of the Oklahoma English Language Arts Standards Curriculum Resource Project.

NAME AND INFORMATION

FIRST NAME LAST NAME MIDDLE INITIAL

SCHOOL SITE AND DISTRICT OR ORGANIZATION

HOME ADDRESS

CITY STATE ZIP CODE

PREFERRED EMAIL SECONDARY EMAIL

PREFERRED PHONE NUMBER SECONDARY PHONE NUMBER

CURRENT GRADE LEVEL(S) PLACE AN X NEXT TO ALL THAT APPLY

Pre-Kindergarten 2nd Grade 6th Grade 9th Grade
 Kindergarten 3rd Grade 7th Grade 10th Grade
 1st Grade 4th Grade 8th Grade 11th Grade
 5th Grade 12th Grade

Other: _____

PREVIOUS GRADE LEVEL(S) PLACE AN X NEXT TO ALL THAT APPLY

PreK – Kindergarten Early Elementary, 1st-3rd Upper Elementary, 4th-5th
 Middle School, 6th-8th Grade High School, 9th-12th Grade College or University
 Other: _____

**RESUME**

- Please submit a copy of your resume with the application.

APPLICATION QUESTIONS

Please complete the following application questions in the spaces provided or attach a separate document if you require more space to respond to the questions.

1. Describe your understanding of the similarities and differences between the expectations of *PASS* standards and the new Oklahoma Academic Standards for English Language Arts.

2. Describe your understanding of the recursive nature of teaching and learning literacy skills that are embedded in the new Oklahoma Academic Standards for English Language Arts.

3. Describe your experiences leading and collaborating virtually to complete a project.

4. What qualifications and expertise do you have that makes you an ideal candidate for this position?

SCOPE AND SEQUENCE OF WORK

MAY 2017

- A series of virtual meetings will be scheduled in May to provide initial training needed to begin the development of products that will comprise the Oklahoma English Language Arts Standards Curriculum Resource Project.

JUNE 6-8, 2017 (DATES SUBJECT TO CHANGE)

- Curriculum Resource Writers will attend the first in-person meeting. The meeting will serve to outline the participant expectations and provide additional training needed to begin developing products that will comprise the Oklahoma Academic Standards for English Language Arts Curriculum Resource Project.

JUNE 2017 – JULY 2017

- Curriculum Resource Writers will:
 - Begin to develop products outlined in the June meeting.
 - Meet virtually with their grade-level or course team members to develop products.
 - Meet virtually with the Project Consultant and/or the Directors of Elementary and Secondary English Language Arts for the OSDE as needed.
 - Make adjustments to the products based on feedback received by the Project Consultant and/or the Directors of Elementary and Secondary English Language Arts Education for the OSDE.
 - Meet product deadlines outlined by the Project Consultant and/or the Directors of Elementary and Secondary English Language Arts Education for the OSDE.

JULY 5-6, 2017 (DATES SUBJECT TO CHANGE)

- Curriculum Resource Writers will attend the second in-person meeting to collaborate on resource development for the Oklahoma English Language Arts Standards Curriculum Resource Project.

JULY 2017 – AUGUST 2017

- Curriculum Resource Writers will:
 - Continue developing products that will comprise the Oklahoma English Language Arts Standards Curriculum Resource Project.
 - Meet virtually with their grade-level or course team members to develop products.
 - Meet virtually with the Project Consultant and/or the Directors of Elementary and Secondary English Language Arts for the OSDE as needed.
 - Make adjustments to the products based on feedback received by the Project Consultant and/or the Directors of Elementary and Secondary English Language Arts Education for the OSDE.
 - Meet product deadlines outlined by the Project Consultant and/or the Directors of Elementary and Secondary English Language Arts Education for the OSDE.

AUGUST 1-2, 2017 (DATES SUBJECT TO CHANGE)

- Curriculum Resource Writers will attend the third in-person meetings to collaborate on resource development for the Oklahoma English Language Arts Standards Curriculum Resource Project.

AUGUST 2017 - SEPTEMBER 2017

- Curriculum Resources Writers will:
 - Continue developing products that will comprise the Oklahoma English Language Arts Standards Curriculum Resource Project.
 - Meet virtually with their grade-level or course team members to develop products.
 - Meet virtually with the Project Consultant and/or the Directors of Elementary and Secondary English Language Arts for the OSDE as needed.
 - Make adjustments to the products based on feedback received by the Project Consultant and/or the Directors of Elementary and Secondary English Language Arts Education for the OSDE.
 - Submit final products to the Project Consultant and/or the Directors of Elementary and Secondary English Language Arts Education for the OSDE.

W-9 TAX FORM

Since selected applicants will receive payment for their work with the Oklahoma English Language Arts Standards Curriculum Resource Project, applicants will need to complete a W-9 Tax Form.

SUBMIT PROOF OF AUTO INSURANCE

Since selected applicants will be traveling to and from in-person meetings and receive payment for their work with the Oklahoma English Language Arts Standards Curriculum Resource Project, applicants will need to submit proof of auto insurance at the time of application.

APPLICATION SUBMISSION

Applications due March 24th, 2017 by 5:00 pm

Applications can be submitted by e-mail or by mailing them to:

Josh Flores

Director of Secondary English Language Arts
Oklahoma State Department of Education
2500 N. Lincoln Boulevard
Oklahoma City, OK 73105
Suite 315
Josh.Flores@sde.ok.gov

Please use the following subject line: **2017 ELA Task Force**

QUESTIONS

For questions regarding the project or the application contact:

- Sharon Morgan, Director of Early Childhood: (405) 522-3241, Sharon.Morgan@sde.ok.gov
- Danielle Calvin, Director of Elementary ELA: (405) 521-3034, Danielle.Calvin@sde.ok.gov
- Josh Flores, Director of Secondary ELA: (405) 522-3628, Josh.Flores@sde.ok.gov

ACKNOWLEDGEMENT

I understand that completing this application does not guarantee my selection to participate in this project. I further acknowledge that if selected I will abide by any non-disclosure agreement and rules of procedure by which the project would operate.

SIGNATURE

DATE