



First Class Cohort 3 Application

Purpose

The Oklahoma State Department of Education (OSDE) anchors its work on the premise that every child, educator and school can succeed. Leaders at the OSDE strive to support effective teachers at every stage of their careers. In these unprecedented times of utilizing virtual learning options, it is imperative that all teachers, especially early career teachers, are equipped with knowledge and skills to effectively inspire and educate students in a well-structured environment, whether in-person or virtually. Thus, the initiative, *First Class*, has emerged as a focused program to support first-year teachers and their mentors in a collaborative relationship of learning together.

The OSDE invites **first-year teachers** to join First Class Cohort 3 during the 2020-2021 school year. The program is intended for teachers who have not yet completed a full academic year of teaching. First Class cohort groups will include up to 30 elementary and 30 secondary teachers who will meet virtually in synchronous and asynchronous sessions spanning the academic year. Through interactive presentations, discussions and reflection, teachers will develop and enhance their classroom or virtual management plans and strategies for engaging students.

In addition, school-based **mentors** who will be working with these first-year teachers as part of a teacher induction program will participate in virtual, synchronous professional learning sessions. Mentors will also guide first-year teachers in targeted induction activities throughout the academic year.

Objectives for First-year Teachers

1. Participate in a virtual cohort of first-year teachers.
2. Work collaboratively with a school-based mentor in induction activities.
3. Improve classroom or virtual management and instructional decisions using evidence-based strategies.
4. Establish and sustain an orderly classroom or virtual environment based on consistent rules, routines and procedures.
5. Increase time spent on meaningful academic engagement with students.
6. Develop a classroom or virtual climate fostering students' intellectual, social and emotional growth.

Objectives for Mentors

1. Participate in professional learning to understand the content, process and context for supporting first-year teachers.
2. Engage with designated first-year teacher in induction activities through documented coaching cycles.
3. Support first-year teacher in developing skills for implementing effective classroom or virtual management and instructional practices.

Logistics

First Class Cohort 3 **teachers** will meet virtually using the Zoom platform for five sessions during the 2020-2021 academic year. They will also engage in collaborative coaching and mentoring sessions with designated mentors. Dates listed in the schedule below for first-year teachers are tentative and will be confirmed soon.

Mentors will participate in six sessions of professional learning and will complete focused mentoring activities with their assigned first-year teachers. Mentors who complete all program activities will receive a \$400 compensation at the conclusion of the program, or a prorated amount as appropriate to their participation and activities completed. Dates listed in the schedule below for mentors are confirmed.

First-year teachers in the program may be eligible to receive free vouchers for OGET, OSAT, and OPTE exams to satisfy requirements for teacher certification.

If schools are conducting in-person instruction at schools, districts may receive compensation for substitute teachers serving in teachers' or mentors' classrooms while they participate in the sessions outlined in the table below. This compensation will be made in accordance with district-approved substitute teacher payment guidelines.

Schedule for First-year Teachers – tentative dates to be confirmed soon

Secondary (grades 6-12)		Elementary (grades Pre-K – 6)	
October 14, 2020	8:30-11:30 A.M.	October 15, 2020	12:30-3:30 P.M.
October 21, 2020	Asynchronous Work	October 22, 2020	Asynchronous Work
November 4, 2020	8:30-11:30 A.M.	November 5, 2020	8:30-11:30 A.M.
January 13, 2021	12:30-3:30 P.M.	January 14, 2021	12:30-3:30 P.M.
January 20, 2021	Asynchronous Work	January 21, 2021	Asynchronous Work
February 10, 2021	8:30-11:30 A.M.	February 11, 2021	8:30-11:30 A.M.
March 3, 2021	12:30-3:30 P.M.	March 4, 2021	8:30-11:30 A.M.
March 10, 2021	Asynchronous Work	March 11, 2021	Asynchronous Work

Note: Teachers of sixth grade students may determine if they want to participate in the elementary or secondary cohort.

Schedule for Mentors – dates confirmed

Elementary & Secondary Mentors for Teachers in Grades Pre-K – 12		
October 21, 2020	12:00-3:30 P.M.	Whole group/small group PD (TNTP*)
November 18, 2020	8:00-11:30 A.M.	Whole group/small group PD (TNTP)
December 2, 2020	12:00-3:30 P.M.	Whole group/small group PD (TNTP)
January 13, 2021	8:00-11:30 A.M.	Whole group/small group PD (TNTP)
February 10, 2021	3:45-4:30 P.M.	Zoom touchpoint meeting
March 3, 2021	3:45-4:30 P.M.	Zoom touchpoint meeting

*[The New Teacher Project](#)

District superintendents, site administrators, first-year teachers and their mentors are invited to **complete the highlighted sections on pages 3 and 4**. First-year teachers and designated mentors will sign up as a team. A mentor may be assigned a **maximum of two mentees** with a separate application

completed for each. All sections are required, including signatures from site and district personnel. Digital signatures are acceptable.

Applications will be considered in the order received. **Scan and email completed applications to Susan Pinson, Executive Director of Professional Learning, susan.pinson@sde.ok.gov.** Contact Ms. Pinson at (405) 522-1835 or at the email above if you have questions.

Application

First-year Teacher Information

Name	
Primary Job Title	
Grade(s)	
Subject(s) if applicable	
School	
District	
Mobile number	
School e-mail	
Superintendent's Name	
Principal's Name	

Mentor Information

Name	
Primary Job Title	
Grade(s)	
Subject(s) if applicable	
School	
District	
Mobile number	
School e-mail	
Superintendent's Name	
Principal's Name	

Required Signatures

*As a **first-year teacher participant** of the First Class Cohort 3, I will make every possible effort to fully participate in the synchronous and asynchronous sessions of virtual professional learning. I realize that these some of these sessions take place during the contract day and that I will be required to meet the parameters set by my principal and superintendent in order to participate in this program.*

First-year Teacher Signature _____

Date _____

Application continued on page 4.

As a **mentor participant** of the First Class Cohort 3, I will make every possible effort to fully participate in the synchronous sessions of virtual professional learning. I realize that these sessions take place during the contract day and that I will be required to meet the parameters set by my principal and superintendent in order to participate in this program. In addition, I agree to work collaboratively with the first-year teacher assigned to me in targeted induction activities throughout the 2020-2021 school year.

Mentor Signature _____

Date _____

As school **principal**, I grant permission for the listed first-year teacher and mentor applicants to participant in the First Class Cohort 3 program. I realize that five sessions of virtual professional learning for teachers, and six sessions of virtual professional for mentors take place during the contract day, and I authorize the individuals to be released based on the parameters set at the district level.

Principal Signature _____

Principal Email _____

Date _____

As district **superintendent**, I grant permission for the listed first-year teacher and mentor applicants to participant in the First Class Cohort 3 program. I realize that the synchronous, virtual sessions take place during the contract day, and I authorize the individuals to be released based on the parameters set at the district level. Each mentor who successfully completes all mentoring activities during the 2020-2021 school year is eligible to receive a compensation of **\$400** to be paid directly to the **mentor** for time spent collaborating with the first-year teacher. A mentor may work with a maximum of two mentees and will be compensated \$800 for the completion of all mentoring activities with both mentees. If your district is providing in-person instruction in schools, compensation is available to cover expenses of substitute teachers, per district-approved guidelines for substitute teacher pay, during the professional development sessions outlined on page 2 of this application.

Superintendent Signature _____

Superintendent Email _____

Date _____