• Office of Curriculum Instruction •

**Oklahoma Mathematics Standards Curriculum Resource Project** **Application**

**Applications Due: May 24 by 4:00 pm**

**Successful Applicants will be notified through email May 27, 2016 by 4:00 pm**

**Overview**

The Oklahoma State Department of Education (OSDE) is seeking mathematics educators to participate in the development of the Oklahoma Mathematics Standards Curriculum Resource Project. The Oklahoma Mathematics Standards Curriculum Resource Project will provide educators with information and resources to develop curriculum aligned to the new Oklahoma Academic Standards for Mathematics. The Curriculum Resources Project will not serve as curriculum itself. The Oklahoma Mathematics Standards Curriculum Resource Project will be modeled from a similar resource developed in [Minnesota](http://scimathmn.org/stemtc/frameworks).

Resources may include the following deliverables:

* Classroom instructional suggestions and guidance
* Sample lessons or lesson ideas
* Classroom assessment suggestions (Formative and Summative)
* 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 Mathematics for the Oklahoma State Department of Education.
* Writers will attend three in-person meetings in Oklahoma City on the following dates from 9:00am - 4:00pm.
	+ June 22-23, 2016
	+ July 6-7, 2016
	+ August 2-3, 2016
* Writers will submit work for the Oklahoma Mathematics Standards Curriculum Frameworks 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 June 2016 through September 2016. 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 Mathematics Standards Curriculum Resources.*

**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 |

**Current Grade Level(s)**: Place an X next to all that apply

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

**Current Subject(s) Taught**: Place an X next to all that apply

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Math, General (Grades PK-K) |  |  | Math, General (Grade 1) |  |  | Math, General (Grade 2) |
|  | Math, General (Grade 3) |  |  | Math, General (Grade 4) |  |  | Math, General (Grade 5) |
|  | Math (Grade 6) |  |  | Math (Grade 7) |  |  | Math (Grade 8/Pre-Algebra) |
|  | Algebra 1 |  |  | Geometry |  |  | Algebra 2 |
|  | 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, 6-8 |  |  | High School, 9-12 |  |  | College or University |
|  | Other: |  |

**Previous Subject(s) Taught**: Place an X next to all that apply

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Math, General (Grades PK-K) |  |  | Math, General (Grade 1) |  |  | Math, General (Grade 2) |
|  | Math, General (Grade 3) |  |  | Math, General (Grade 4) |  |  | Math, General (Grade 5) |
|  | Math (Grade 6) |  |  | Math (Grade 7) |  |  | Math (Grade 8/Pre-Algebra) |
|  | Algebra 1 |  |  | Geometry |  |  | Algebra 2 |
|  | Other: |  |

**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 Mathematics.
2. What experience have you had around the Mathematical Actions and Processes embedded in the new Oklahoma Academic Standards for Mathematics?
3. What experience have you had collaborating virtually to complete a project?
4. What qualifications and expertise do you have that makes you an ideal candidate for this position?

**Sample Activity/Lesson**

*Please describe an activity/lesson that you would conduct to support students in understanding a topic from the Oklahoma Academic Standards for Mathematics.* *You can attach a lesson plan to the application or describe the lesson or activity in the space provided below.*

*Please respond to the following questions regarding the lesson or activity you provided.*

1. Which Oklahoma Academic Standards for Mathematics does the activity/lesson align to?

2. How does the activity or lesson align to the Oklahoma Academic Standards for Mathematics identified above?

3. How would you assess students’ prior knowledge?

4. How would you assess students’ understanding during instruction?

5. How would you assess students’ understanding at the conclusion of instruction?

**Scope and Sequence of Work**

**June 2016**

* A series of virtual meetings will be scheduled in June to provide initial training needed to begin the development of products that will comprise the Oklahoma Mathematics Standards Curriculum Resource Project.

**June 22-23, 2016 (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 Mathematics Curriculum Resource Project.

**June 2016 – July 2016**

* Curriculum Resource writers will:
	+ Begin to develop products outlined in the June virtual and in-person meetings.
	+ 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 Mathematics 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 Mathematics Education for the OSDE.
	+ Meet product deadlines outlined by the Project Consultant and/or the Directors of Elementary and Secondary Mathematics Education for the OSDE.

**July 6-7, 2016 (Dates subject to change)**

* Curriculum Resource writers will attend the second in-person meeting to collaborate on resource development for the Oklahoma Mathematics Standards Curriculum Resource Project.

**July 2016 – August 2016**

* Curriculum Resource writers will:
	+ Continue developing products that will comprise the Oklahoma Mathematics 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 Mathematics 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 Mathematics Education for the OSDE.
	+ Meet product deadlines outlined by the Project Consultant and/or the Directors of Elementary and Secondary Mathematics Education for the OSDE.

**August 2-3, 2016 (Dates subject to change)**

* Curriculum Resource writers will attend the third in-person meetings to collaborate on resource development for the Oklahoma Mathematics Standards Curriculum Resource Project.

**August - September 2016**

* Curriculum Resources writers will:
	+ Continue developing products that will comprise the Oklahoma Mathematics 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 Mathematics 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 Mathematics Education for the OSDE.
	+ Submit final products to the Project Consultant and/or the Directors of Elementary and Secondary Mathematics Education for the OSDE.

**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 Mathematics Standards Curriculum Frameworks Project, applicants will need to submit proof of auto insurance at the time of application.

**Resume**

Please submit a copy of your resume with the application.

**Vendor/Payee Form**

Since selected applicants will receive payment for their work with the Oklahoma Mathematics Standards Curriculum Resources Project, applicants will need to complete a Vendor/Payee Form. Provided upon selection.

**Application Submission**

**Applications due May 24 by 4:00 pm**

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

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| --- |
| **Tracie Raibourn**Coordinator, STEM TeamOklahoma State Department of Education2500 N. Lincoln Boulevard, Suite 315Oklahoma City, OK 73105Tracie.Raibourn@sde.ok.govPlease use the following subject line: **Math Curriculum Frameworks Project** |

**Questions**

For questions regarding the project or the application contact:

* Robbyn Glinsmann (PK-5): (405) 522-3522, Robbyn.Glinsmann@sde.ok.gov
* Levi Patrick (6-A2): (405) 522-3525, Levi.Patrick@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 |
|  |  |  |
| Printed Name |  |  |