



**REQUEST FOR APPLICATIONS
GENERAL REQUIREMENTS FOR PARTICIPATION IN THE
OC STEM LEARNING ECOSYSTEM INSTITUTE**

FAST FACTS

Purpose: The *OC STEM Learning Ecosystem Institute* is a 12-month professional learning program to strengthen Orange County school districts and community leadership. The purpose for developing STEM Learning Ecosystems is to increase the overall implementation of Science, Technology, Engineering and Mathematics education across all sectors throughout the region.

Who Can Apply: Any Orange County public school district is eligible to apply.

District Leadership Team Requirements:

Each school district is required to convene a leadership team of 8 to 10 members composed of the following cross-sector representatives:

1. Superintendent or Assistant Superintendent of Instruction,
2. Principals – Elementary, Middle or High School,
3. STEM/Science Coordinator or Teacher on Special Assignment (TOSA) or Lead STEM Practitioner,
4. Elementary, Middle, or High School STEM, Science, or Math Department Heads,
5. Early Learning Specialist/Preschool Representative,
6. After School Program Provider (Admin. or Frontline Staff),
7. PTA Representative/School Board Member/Business or Community Partner, and
8. Informal STEM Partner (e.g. Discovery Cube Orange County, Pretend City, Girls Inc., 4-H, etc.)

**Critical
Participation
Dates:**

Bidder's Conference: (For Districts interested in submitting an application)

February 10, 2016 (1:30 – 3:00pm)

Samueli Foundation offices
2101 E Coast Hwy, 1st Floor
Corona del Mar, CA 92625

Applications due:

February 26, 2016 (3:00pm)

Submit online at www.ocstem.org

Email Superintendent's letter to: Linda Christopher – lchristopher@ocstem.org

Selected Districts Announced:

March 4, 2016 (Notified by email)

Pre-Session for Selected Districts: (Orientation For Team Leaders Only)

April 29, 2016 (4:00pm – 5:00pm)

Samueli Foundation offices
2101 E Coast Hwy, 1st Floor
Corona del Mar, CA 92625

Session I:

May 19, 2016 (Evening Reception, 4:30pm – 6:30pm)

Tiger Woods Foundation/Learning Center
1 Tiger Woods Way, Anaheim, CA 92801

May 20, 2016 (8:30am-3:00pm)

Location: TBD

June 8 – 9, 2016 (8:30am-3:00pm)

Location TBD

Session II:

June 27 – 29, 2016 (Three Day Intensive)

Tiger Woods Foundation/Learning Center
1 Tiger Woods Way, Anaheim, CA 92801

Session III:

August 2016 – May 2017 (Monthly professional learning sessions for an additional 10 months)

Locations TBD

Note: All District Team members shall commit to actively participating in all learning sessions.

Background:

California’s educational system has undergone significant changes in recent years. The adoption of the (Common Core) State Standards, and the Next Generation Science Standards has established guidelines for what students should know by the time they graduate from high school. These efforts have a direct impact on Orange County school districts, teachers and students. ***The OC STEM Learning Ecosystem Institute*** is intended to provide professional learning for all educators, teachers and interested community members working in 0-5 Early Learning, K-12, afterschool and informal settings. Outcomes include helping participants to prepare for implementing the new standards and developing project-based, inquiry-based learning progressions within a robust STEM Learning Ecosystem.

To learn more about the concept of STEM Learning Ecosystems, see resource links:

[STEM Learning Ecosystems Slides](#)

[STEM Learning is Everywhere Report](#)

[STEM Education in K-12 Education Brief](#)

[How Cross-Sector Collaborations are Advancing STEM Learning](#)

How to Apply: **Part I:** Visit www.ocstem.org to complete the online portion of the application. The online application will be available beginning January 15, 2016 (located at www.ocstem.org) and will close at 3:00pm on February 26, 2016.

Part II: Submit a signed letter of commitment (template attached) from your District Superintendent on district letterhead by email or fax to Linda Christopher at: lchristopher@ocstem.org or (949) 760-4207 by February 26, 2016 at 3:00pm.

Questions: Contact Linda Christopher, Executive Director, OC STEM Initiative at (949) 760-4407 or by email at lchristopher@ocstem.org.

BENEFITS TO THE DISTRICT	COMMITMENTS REQUIRED BY EACH DISTRICT
<ul style="list-style-type: none"> • 12 months of high-level, engaging professional learning at <u>no cost</u> to school district; • Professional learning on the integration and articulation of the California Standards and the Next Generation Science Standards (NGSS); • Advantage of being on the forefront of establishing STEM Learning Ecosystems and helping to build the infrastructure for a scalable model; • The opportunity to coalesce a team of STEM leaders within the district and local community; • Team building and leadership development for district leaders, afterschool, and informal STEM teaching partners; • \$5,000 stipend for the district; • Extension graduate and undergraduate course credits; and • Certificate of Completion by OC STEM, Orange County Department of Education, California STEM Learning Network, and the California After School Network as having successfully completed California’s only comprehensive STEM professional learning institute. 	<ul style="list-style-type: none"> • Required team composition as stated in the application; • Signed letter of support from the District Superintendent; • Expenses to cover substitutes, hourly wage, travel, etc. The \$5,000 stipend will be awarded to each district upon completion of the Institute to help offset these costs; and • Full team representation at each Institute session (spring 2016 – spring 2017).

APPLICATION PROCESS

Applications Due: February 26, 2016 by 3:00 p.m.

Application Form: **Part I:** Visit www.ocstem.org to complete the online portion of the application. The online application will be available beginning January 15, 2016 and will close at 3:00pm on February 26, 2016. Please note, only online applications will be accepted.

Part II: Submit a signed letter of support (template attached) from your District Superintendent on district letterhead by email or fax to Linda Christopher at: lchristopher@ocstem.org or (949) 760-4207 by February 26, 2016 at 3:00pm.

Application Checklist: The ***STEM Learning Ecosystem Institute*** will be available for up to 8 to 10 selected qualified Orange County public school districts. District applications will be reviewed based on the following:

- Science, Technology, Engineering, and Mathematics (STEM) education is prioritized in the school district's Local Control Accountability Plan (LCAP) as addressed in its strategic plan
- A completed District Leadership Team form comprised of members as stated on the application form
- Confirmation that the school district will be responsible for any teacher or community partner costs to participate beyond the \$5,000 stipend provided by OC STEM (to be included in Superintendent letter)
- Submission of the online application form
- A signed letter of commitment by the School District Superintendent (attached)

Application Timeline: **Note:** Please mark your calendars accordingly.

January 15, 2016	Release Request for Application (RFA)
February 26, 2016	Applications must be received by 3:00 p.m.
March 4, 2016	Notify School Districts

APPLICATION FORM – SEE SAMPLE BELOW

Part I: Visit www.ocstem.org to complete the online portion of this application. Applications will only be accepted online. No hardcopies, electronic or faxed applications will be accepted. Please note, you will only have one-time access to the online form and, once submitted, you will not be able to review or make any changes to your submission. To help prepare your application, the application questions are provided for your reference. It is strongly suggested that you utilize the sample application, below, to prepare and keep record of your answers. **Applicants are advised to prepare their answers in Word** first and cut and paste their final copy into the text boxes within the online application. The online application will be available beginning January 15, 2016 and will close at 3:00pm on February 26, 2016.

Part II: Use the language supplied on attached template to generate a signed letter of support from your District Superintendent. Please submit a signed copy on district letterhead by email or fax to Linda Christopher at: lchristopher@ocstem.org or (949) 760-4207 by the application deadline February 26, 2016 at 3:00pm.

District Name:

Please provide your district name.

Identify your District's Leadership Team:

Please note that there is a mandatory composition of a District Leadership Team (as indicated). A District Leadership Team may have between 8 – 10 members comprised of representatives of the school district's STEM Learning Ecosystem. Once confirmed, please provide the names, school/organization/district (if at district level), email address and position of each member of your District Leadership Team on the form.

# Required	Participant Categories
1	Superintendent or Assistant Superintendent of Instruction
1	Principal – Elementary, Middle or High School
1	STEM or Science Coordinator or Teacher on Special Assignment (TOSA) or Lead STEM Practitioner
2	Elementary, Middle, or High School STEM, Science, or Math Department Heads
1	Early Learning Specialist/Preschool Representative
1	After School Program Provider (Admin. or Frontline Staff)
1	PTA Representative/School Board Member/Business or Community Partner
1	Informal Partner (e.g. Discovery Cube Orange County, Pretend City, Girls Inc., 4-H, etc.)
1	Optional. To be determined by your District Leadership Team

NAME	POSITION	SCHOOL/DST/ORG	EMAIL

Identify your District Leadership Team Main Contact:

Please provide the contact information (name, address, phone number and email address) for your team’s primary contact. The representative will be responsible for communications between OC STEM and the District Leadership Team.

District Team Contact Person: _____

Phone: _____ Email: _____

Street Address: _____

City: _____ Zip: _____

QUESTIONNAIRE APPLICATION

Please provide the following information about your District and Leadership Team.

1. Please discuss with your District Leadership Team and collectively rate your current level of district engagement in CCSS and NGSS professional learning:

Strongly Engaged Moderately Engaged Somewhat Engaged Little Engagement No Engagement

2. Please discuss with your District Leadership Team and collectively rate your current level of district engagement in project-based learning professional development:

Strongly Engaged Moderately Engaged Somewhat Engaged Little Engagement No Engagement

3. Can you confirm that your school district will be responsible for any teacher or community partner costs to participate beyond the \$5,000 stipend provided by OC STEM

Yes No

SHORT ANSWER APPLICATION

4. What are the core STEM elements, if any, in your District Strategic Plan? (500 word limit)
5. How does your district address STEM in your LCAP? (500 word limit)
6. How would your district's participation in the *OC STEM Learning Ecosystem Institute* benefit your district? Provide a few examples of how your district will ensure STEM integration and implementation across your STEM Learning Ecosystem. (500 word limit)
7. What was the criteria used for selecting your team members? How do you see these members contributing to your district's approach to STEM integration and your STEM Learning Ecosystem? (500 word limit)

SUPERINTENDENT LETTER OF COMMITMENT

(On District Letterhead)

Dear _____,

Please accept this Letter of Commitment on behalf of the _____ School District with the following understandings and support.

- a. The District Team listed in this application is committed to participate in the ***STEM Learning Ecosystem Institute*** over the 12 month period from May 2016 – May 2017. If it is necessary during the 12 months of the Institute to make a Team member substitution, that change will be made only with my approval.
- b. I understand that any team expenses (substitutes, hourly wage, travel, etc.) will be the responsibility of the _____ School District. The \$5,000 stipend will be awarded to each district **upon completion all deliverables and expectations** of the Institute. These dollars may be applied at the superintendent’s discretion.

I understand that this is a competitive application process for which our district is submitting this application and Teams will be chosen based on the following criteria: Team members (balance of representation), Submitted Application, and my Letter of Commitment.

Signature of Superintendent

Date