

Career Award for Science and Mathematics Teachers

Application Deadline: September 18, 2012 by 4:00 p.m. (ET)

The Career Award for Science and Mathematics Teachers is a five-year award available to outstanding science and/or mathematics teachers in the North Carolina public primary and secondary schools. The purpose of this award is to recognize teachers who have demonstrated solid knowledge of science and/or mathematics content and have outstanding performance records in educating children. This five-year award presents opportunities for professional development and collaboration with other master science and/or mathematics teachers who will help to ensure their success as teachers and their satisfaction with the field of teaching. Special consideration will be given to teachers working in hard-to-staff, economically deprived classrooms in North Carolina. The award also offers schools and school districts the opportunity to fully develop teachers as leaders in the field.

About the Award

Career Awards for Science and Mathematics Teachers provide \$175,000 over a period of five years (\$35,000 per year) to eligible teachers in the North Carolina public school system. The Burroughs Wellcome Fund (BWF) will support up to five awards with annual installments as allocated below.

Teacher Salary

- \$10,000 stipend will be provided to the school district to supplement the teacher's annual salary or for fringe benefits, such as retirement or insurance. (In most instances, taxes and benefits will be deducted by the school district.)
- \$5,000 will be held annually by the Burroughs Wellcome Fund to be given to the teacher at the end of the five-year award, if the teaching professional remains in the K-12 classroom in a North Carolina public school.
- The State Board of Education will provide extra salary support to ensure that award recipients will receive a 12-month contract. The Department of Public Instruction will send these funds to the appropriate LEA beginning July 1 of each year.

School or School District

- \$10,000 may be used to purchase needed equipment and supplies for that teacher's classroom or laboratory or be shared with the teacher's school or school district.

Professional Development

- \$10,000 may be used at the discretion of the teacher for professional development activities, travel and registration to meetings or conferences, hiring substitutes, networking with colleagues, and capacity building for the teacher or a team of teachers.

About the Award (continued)

The award is flexible in allowing teachers to reach beyond their school to build stronger learning communities within the district or region, stimulate collective learning among teacher teams, and develop strategies to build their own capacity as a teaching professional.

Eligibility

Candidate eligibility and institutional nomination requirements are outlined below.

- Candidates must be currently licensed North Carolina public school science and/or mathematics teachers who teach in grades K-12 in North Carolina public schools.
- Candidates must have completed at least five years of teaching experience in North Carolina K-12 public schools at the time of application.
- Candidates in middle school and high school must hold licensure to teach science and/or mathematics in North Carolina and spend at least 70 percent of their time devoted to teaching science and/or mathematics courses. Teaching professionals certified in Career and Technical Education may be eligible and should contact BWF prior to applying.
- Candidates in elementary schools, who also can be science and/or mathematics content specialists, must spend at least 30 percent of their time teaching science and/or mathematics. At least 20 percent of their time should be spent working with other teachers if they are specialists.
- Candidates must have superior knowledge of science and/or mathematics content, excellent teaching skills, demonstrated leadership, and a commitment to continue teaching in the North Carolina Public School system.
- Candidates must be citizens of the United States.

All applications will require signatures and letters of support from the principal of the candidate's school and the superintendent of the school district. More than one candidate from a school or school district is eligible to apply. In support of the application, the principal and superintendent must demonstrate that the necessary environment for successful science and/or mathematics teaching exists at the school and that there are opportunities for the teacher to be mentored and to mentor other teachers. The principal and superintendent must clearly outline in letters of support how the teaching professional will be supported and developed as a teacher leader in the district.

Selection Criteria

The Career Award for Science and Mathematics Teachers Advisory Committee will review all eligible applications, interview finalist candidates along with his/her Principal and Superintendent, and make recommendations for awards to BWF's Board of Directors.

Approximately 10 finalists will be selected for interview, following the initial review of applications. Finalists selected for interview will be asked to submit additional evidence, such as a power point presentation demonstrating innovations in their approaches to teaching. The candidate's principal and

superintendent will also be interviewed to help determine what career opportunities are available for the teacher. BWF does not provide critiques of unsuccessful applications.

Selection will be based primarily on:

1. Candidate's qualifications and potential to conduct high quality science and/or mathematics teaching
2. Candidate's abilities to demonstrate how his/her students are proficient in science and/or mathematics learning
3. Candidate's significant contributions to enhancing students' knowledge of science and/or mathematics by:
 - a. Teaching in an exemplary and innovative fashion
 - b. Developing projects that engage students in hands-on, problem-based activities with new approaches to questioning and problem solving
 - c. Making contributions to curricula
 - d. Demonstrating leadership and outreach in precollege science and/or mathematics education in his/her school, district, or community
 - e. Having a proactive impact on student achievement and the lives of students
4. Candidates' knowledge of subject content and effectiveness of communication skills
5. Candidate's abilities in the classroom that should demonstrate learner-centered, knowledge-centered, assessment-centered, and community-centered learning styles
6. Candidate's professional goals and leadership aspirations
7. Candidate's support from the principal and superintendent

The teaching environment and the commitment of the school and school district leadership to insure the success of the teacher will be judged during the interview with the teacher's principal and superintendent. Special consideration will be given to teachers working in hard to staff, economically deprived classrooms in North Carolina.

How to Apply?

All applications must be submitted through the Burroughs Wellcome Fund Grant Application System on the BWF website. Applications must be submitted no later than 4:00 p.m. on **September 18, 2012**. Applications consist of minimal on-line data entry and the development of various documents to be uploaded to the BWF Grant Application System.

Note: The BWF Grant Application System will be available beginning June 28, 2012. At this time, applicants may enter the on-line data and begin uploading their files. However, applicants can start on their application prior to June and are encouraged to do so. The application requires the development of key documents, such as a training plan and budget. For the application, letters will also be needed from your principal and superintendent. Get started early!

In order for an application to be submitted, each section of the application must be completed. Applications that are not in compliance with proposal instructions will be rejected out of fairness to all applicants. All attachments must be uploaded as Adobe Portable Document Format (PDF) files. The following sections are required:

1. General Proposal Information (on-line data entry)

The application contains on-line data entry screens requesting such information as contact information and basic demographic statistics. This information will need to be provided when you access the BWF Grant Application System and must be entered prior to submission.

2. Sections of the Proposal Requiring Upload of Attachments

The following documents (in PDF) must be uploaded to the application. *(Standard word processing software (e.g., MS Word) can be used to prepare the attachments; however, all documents MUST be converted from standard word processing format to Adobe Portable Document Format (PDF) files prior to being uploaded to the BWF Grant Application System.)*

Candidate Resume (two-page limit)

Proposals should include a current resume for the teacher. Include certifications, licensure, professional experiences, education, key professional development experiences, presentations, and honors.

Plan of Work(six-page limit)

Candidates should present a Plan of Work to show how the CASMT grant funds will be used. The plan should demonstrate how the teacher's knowledge in science and/or mathematics will be expanded. Professional development for applicants must align with the North Carolina standards for the science and/or mathematics curriculum, be content-based programs that explore key topics in significant depth, and be relevant to the teacher's individual growth. The Training Plan must be endorsed by the principal and superintendent.

The Plan of Work should:

1. Describe the candidate's teaching philosophy and how the candidate has and will continue to:
 - Provide conditions in the classroom in which students can learn and achieve
 - Promote student interaction, problem solving and critical thinking inside and outside the classroom
2. Describe the candidate's goals for the award, including how the award will impact his/her classroom, colleagues, school, and school district
3. Outline a professional development plan, indicating how the candidate will continue development of content knowledge and pedagogical skills. The professional development plan should clearly outline activities for year one of the grant and more generally outline years two through five.
4. Describe what equipment and materials will be required for training and how they will impact the plan
5. Demonstrate how the candidate will provide leadership and outreach in his/her school, district, or community

Candidate's Lesson Plan (five-page limit)

The lesson plan should demonstrate exemplary and innovative teaching skills and engaging hands-on activities with new approaches to questioning and problem solving, as outlined in the selection criteria. If there are strategies to expand or replicate your work in your school or district, please include these plans.

A sample of student work, excluding the names of specific students, should be included. Describe how the lesson plan had an impact on the student's academic performance, and how the candidate contributed to the curricula. Special consideration will be given to the successful progression of student knowledge, growth, and performance.

Principal Sponsor Letter of Nomination (two-page limit)

In the nomination letter, the principal must:

- Describe how the candidate's teaching methodology, such as the level of depth and rigor in the classroom, has impacted student performance
- Describe how the principal will support the teacher's training plan, including information on how the teacher will be mentored at the school and the school's commitment to develop the teacher's skills
- For high school and middle school principals, describe what science and/or mathematics courses are taught by the teacher. For elementary school principals, describe how the teacher or curriculum specialist will spend time training other teachers
- Explain how the teacher's skills and content knowledge will be utilized to increase student performance in science and/or mathematics. Include information on how the school tracks performance data to help the teacher with instruction and how individualized student goals can be achieved
- Explain how the principal supports successful science and/or mathematics teaching and supports a successful learning community at the school
- Explain the potential of the candidate to enhance a successful science and/or mathematics program at the school and beyond. Describe the school leadership's role in facilitating this process

Letter should be submitted on letterhead with a signature.

Superintendent Sponsor Letter of Nomination (two-page limit)

In the nomination letter, the superintendent must:

- Demonstrate the district's commitment to developing the teacher's skills and outline how these skills will be utilized to benefit his/her school district, including such things as how the teacher will mentor/train other teachers or develop curriculum materials
- Describe what level of support will be given to the school and to the teacher to accomplish goals outlined in the teacher's training plan and the principal's letter of nomination
- Describe the school district's vision for science and/or mathematics instruction and how the teacher's skills can support that vision
- Describe any science and/or mathematics education reform efforts taking place within the district.

The North Carolina State Board of Education will provide additional salary support to enable each award recipient to receive a 12-month schedule. The purpose of this investment by the state is to provide opportunities to work in tandem with this teaching professional on state policy issues. Explain how this commitment from the state can motivate educators within your district.

Letter should be submitted on letterhead with a signature.

Budget

Using the budget form provided on the BWF website, clearly demonstrate what professional development the teacher will seek during year one of the award. A listing of equipment and supplies along with a notation of their value and utility should be included and clearly defined. Plans and equipment needs for subsequent years may vary and can be reported during annual progress reports. The Career Award grant does not cover indirect costs. Funds for advanced coursework are permitted by the Career Award. Any equipment purchased by the award recipient can be transferred to another North Carolina Public School if the teacher relocates. If the applicant has budgets for subsequent years and would like to share that information for years 2-5 of the grant, the applicant may upload Supplemental Budget documentation. Supplemental Budget documentation is optional.

Signature Page

Using the Signature Page Form provided on the BWF website, complete and upload the Signature Page Form. Contact information and signatures for the teaching professional, the principal, and superintendent are required. Word and PDF forms are provided. The Form (with signatures) must be uploaded to the application as a PDF.

Application Logistics

Accessing the BWF Grant Application System

The BWF Grant Application System may be accessed on the BWF website (www.bwfund.org) beginning June 28, 2012. On the home page, click the “Get More Information” link for Career Award for Science and Mathematics Teachers. You will be taken to the program application webpage. Click the “Begin a new application” link to get started. The link will take you to an eligibility quiz to make sure you are eligible for the program and then you will be given access to the application. Here you can provide requested contact and demographic data. You may also upload the attachments you have generated (i.e. Plan of Work, Lesson Plan, Resume, etc.) At any time you may save your work and return at a later time. To access a saved application, use the “access a saved application” link on the program application webpage. All applications must be completed and submitted prior to 4:00 p.m. on Tuesday, September 18, 2012.

Remember you may start generating your attachments prior to the June 28th launch date for the BWF Grant Application System. It is important to start early!

Document Formatting Guidelines

Standard word processing software (e.g., MS Word) can be used to prepare the attachments; however, all documents MUST be converted from standard word processing format to Adobe Portable Document Format (PDF) files prior to being uploaded to the BWF Grant Application System. Each attachment must be typed (single-sided and single-spaced, using 12-point font size) with one inch or larger margins on all sides. Do not include a cover letter or supplemental materials not specifically requested.

Documents can be uploaded to BWF's Grant Application System in the "attachments" section of your application. Use the following naming convention for all files: Attachment Type_Candidate Last Name_Candidate First Name (i.e., Candidate Resume_Doe_Jane).

Templates for the Budget are provided in Excel and may be converted to PDF. The Signature Page template is provided as a word document or as a PDF document.

Application Assistance

FAQs and information on tools for converting documents to PDF are available on the BWF website, along with a checklist for the application. Many questions can be answered through these avenues. BWF staff is also available to answer questions regarding eligibility, proposal content, application logistics, or technical issues related to submission of the application. You may contact Melanie Scott at 919/991-5107 or mscott@bwfund.org.

Additional Information

All applications are reviewed by an outside Advisory Committee. Information on the committee is available on the BWF website.

Previous grant recipients and the terms of the grant are provided on the BWF website (www.bwfund.org) as well. Finalists will be announced in mid-December 2012 and finalists will be interviewed in early February 2013. Awards will be announced in early March 2013.