



Application Completion Information for the Building Administrator

Please look over pages 1, 2, 3 and 4:

Building Administrator's Information Sheet (Pg. 1)

Building Administrator's Questions (Pg. 2)

Administrator's Science Education Academy description and dates (Pg. 3)

Form letter to be completed by non-attending Building Administrator (Pg. 4)

Step 1: Using the dates and description on Page 3, determine if you are available to attend the Academy. If it will be impossible for you to attend, please advise the applicant teacher immediately and work with that teacher to find an appropriate person that you will designate to attend in your place.

Step 2: Whether you attend the Academy or not, please complete Pages 1 and 2. If you are designating another administrator to attend the Academy in your place, in lieu of your signature at the bottom of Page 1 please complete the form letter, sign it and return it along with Pages 1 and 2. You also do not need to select Act 48, continuing education credit or certificate on Page 1.

Step 3: Please write a letter of recommendation for the teacher applicant using the form they have supplied to you. Your completed Page 1, answers to the questions on Page 2, completed form letter designating another administrator-partner for your teacher-applicant (if appropriate) and letter of recommendation must arrive in the Penn STI office **by October 31, 2008** (for mid-November admissions), **December 10, 2008** (for mid-January admissions) or **February 20, 2009** (for mid-March admissions).

Questions?

Email: PennSTI@sas.upenn.edu

Phone: (215) 898-6299

All application materials are to be mailed to:

**Penn STI
Department of Chemistry
University of Pennsylvania
231 S. 34th Street
Philadelphia PA 19104-6323**

Teacher Applicant's Name: _____

- MASTER OF CHEMISTRY EDUCATION (MCEP)
 MASTER OF INTEGRATED SCIENCE EDUCATION (MISEP)

Penn Science Teacher Institute
Chemistry Department
231 S. 34th Street
Philadelphia, PA 19104-6323

Your Name _____
last first title (Mr., Dr., Ms. Etc)

Name of school district _____ Name of school _____

Position _____ Years in current position: _____

I supervise science teachers. Yes No If not, my duties which would help support my Penn STI teacher include:

School Contact Information		Summer Contact Information	
Street Address		Street Address	
City, Zip		City, Zip	
Email		Email	
Telephone (And FAX)		Telephone	

College Science Course Work: Extensive Moderate Limited None

Teaching Experience: _____
Location Grade Level/ Subjects Approximate Dates

Previous Administrative Experience:

Location/Position	Grade Level	Approximate Dates
_____	_____	_____
Location/Position	Grade Level	Approximate Dates
_____	_____	_____

<p>For participating and completing all Academy requirements, I am interested in receiving:</p> <p><input type="checkbox"/> PA Act 48 Credit <input type="checkbox"/> A Leadership in Science Ed Certificate</p>

I agree to participate fully in the one-year Penn STI Administrators' Academy by attending all 6 sessions, actively participating in them, communicating electronically with Academy colleagues between sessions, and completing all Academy assignments in a timely manner. I have read the enclosed description of the Academy and look forward to working with my teacher-partner in improving science education in her/his classroom and in our building.

Signed Date

Please respond to the following statements or questions, each in 150 words or less. Please attach your typed responses to your completed Page 1 and use no smaller than 12 font and 1 inch margins.

1) *“In the same way that scientists develop their knowledge and understandings as they seek answers to questions about the natural world, students develop an understanding of the natural world when they are actively engaged in scientific inquiry – alone and with others.” (National Science Education Standards, National Academy Press, Washington DC, 1995, Pg. 3)*

- Describe your administrative experience(s) with and beliefs about science teachers actively engaging their students in scientific inquiry in their classrooms.

2) *“... These new standards [being proposed and enacted by states and national associations] will require students to be able to engage in independent analysis and problem solving, extensive research and writing, use of new technologies, and various strategies for accessing and using resources in new situations...” (Darling-Hammond, Journal of Negro Education, vol. 69, No. 4 (Fall 2000), Pg. 280.)*

- To what extent and in what ways does the culture of your school (which includes all school personnel, students, parents of students, and your school/district's expectations) support or place constraints on the efforts of teachers to implement the ideas of teaching and learning described above?

Check list for completing Penn STI application:

- Page 1 completed
- Two essays written and attached to Page 1
- Letter of recommendation for teacher is written and submitted

Please read the following description prior to signing
your information sheet.

Among the goals of the Penn STI is:

- To provide the opportunity for building and district level administrators to study science education research, work with hands-on science materials in a research-based teaching and learning environment and to work with other administrators on the leadership issues associated with improving math and science education in their schools.

The Administrator's Science Academy has been established to meet this goal. The purpose of the Penn STI is to increase the science learning of all students by changing what happens in science classrooms. To accomplish this requires more than working with individual teachers – it requires that the school become a community dedicated to the improvement of student learning. Where better to start than by pairing a Penn STI teacher-participant with a building administrator who, working together, can begin to forge that school community.

In the Academy you will study the connections between your current thinking on teaching, learning, leadership and science and your application of that thinking to your administrative practice. You will have the opportunity to discuss and compare your ideas and practices with other administrator colleagues and to develop a 'community of learners' with these colleagues. You will compare and contrast current science education research with your views of teaching and learning science and will experience first-hand, science being taught using "best practices". There will also be the opportunity to observe these lessons being critiqued by science supervisors, and for you to critique such lessons. Additionally, you will have the opportunity to apply your knowledge gained to administrative functions during the academic year as you work with and support your school's teacher-partner implementing Penn STI course assignments and projects in your school and in their classroom. To facilitate on-going Academy discussions during the academic year you will learn how to use an electronic communications tool, Blackboard, to share your experiences and the progress of your teacher-partner's projects with your Academy colleagues between sessions. Reading and activity assignments will be given for each Academy session.

Schedule:

July 2009 (July 21, 22, 23)– on the Penn Campus located in West Philadelphia – all days are required

- 8:30 am – 3:30 pm daily
- Activities may include but are not limited to an introduction to the components of the Penn STI; participation in hands-on science lessons; critiques of these lessons and/or video taped lessons; discussions of readings; lunch discussion with your teacher-partner in MISEP or MCEP; technology training enabling email and Blackboard use
- Continental breakfast and lunches provided each day
- Parking provided

Fall 2009 (one Saturday TBA) – on the Penn Campus

Winter 2009/10 (one Saturday TBA) – on the Penn Campus

Spring 2010 (one Saturday TBA) – on the Penn Campus



Department of Chemistry
Chemistry Building
231 South 34th Street
Philadelphia, PA 19104-6323

Constance Blasie
Penn Science Teacher Institute
231 S. 34th Street
Philadelphia PA 19104-6323

Date: _____

Dear Ms. Blasie,

_____ is applying to the MCEP/MISEP
Teacher Name (Circle One)
degree program at the University of Pennsylvania. I understand that this program includes an Administrator’s Science Education Academy for the purpose of forming teacher-building administrator teams to work on improving the school science learning community consisting of students, teachers, administrators and parents. I also understand that the teachers participating in the Penn Science Teacher Programs are required to carry out classroom research on topics of their choice and catalytic activities meant to involve other teachers in the school in this improvement effort.

I am unable to participate in the Administrator’s Science Education Academy and am designating _____ whose role in our school is to
Name of Administrator Attending
_____ to serve in my place as the Administrator member of this team. Despite my not participating in the Academy, I will work with this team to help them carry out the Academy and Program assignments and I will meet with them to discuss the appropriate means of implementing ideas they may bring to _____ for improving our school science
Your School Name
learning community.

Signature

Please Print Name

Title of Administrative Position