IOWA TEACHER DEVELOPMENT ACADEMY
Cognitively Guided Instruction (CGI)
BUILDING TEAM APPLICATION 2007

LIMITED TO THIRTY (30) PARTICIPANTS

District:	**AEA:**
Contact Person:	
Building(s) Requesting Participation:	
Mailing Address:	
Work e-mail address: **Summer e-mail address:**	
Work phone: **Summer phone:**	
Date: July 16-20, 2007 plus two follow-up days, 1 Fall and 1 Spring A second week may be offered based on the availability of the presenter.	
Site: To Be Determined (by location of applicants)	

1) Alignment with District Career Development Plans (3 points):

Participation in CGI must align with the district and building goals and support the target selected for professional development in the District Career Development Plan and building level plans for PD. Each public school district in Iowa has submitted a District Career Development Plan as part of their CSIP. Prior to applying for participation in this Academy, the district professional development leadership team should review student data and the District Career Development Plan to make sure that CGI aligns well with goals and professional development targets established in the CSIP.

List the mathematics PD target for each building that is considering CGI:

2) Leadership Team (3 points):

The district and/or building should have a well functioning leadership team that plans professional development, engages in decision making about how to sustain PD, and supports the ongoing day to day work of implementing PD initiatives.

Describe the composition of the PD leadership team(s) that operate at the district and building level and explain how the team(s) functions. Provide information about how the team(s) will coordinate and support CGI efforts as part of the district/building professional development.

3) Time for collaboration (5 points):

Adequate time is provided for teachers to engage in collaborative team meetings. Two hours of meeting time per month — two short or one long meeting — will be scheduled to engage in collaborative team meetings with other CGI teachers on the team.

Briefly describe the schedule that will be provided for collaborative team meetings for CGI teachers and administrator(s):

4) Student Data (5 points):

Summarize the data that indicate student need:

5) Team Composition (5 points):

Participating districts should send a team (a maximum of 6). Team members should include:

- Primary classroom teachers responsible for math instruction (required)
- Intermediate classroom teachers responsible for math instruction (required)
- Special education, Title I math, At-risk, TAG, ELL teacher (encouraged, not required)
- Building administrator (principal or associate principal) At least one person who has the authority to make decisions about student scheduling, resources, teacher planning time, etc. must be on the team. (**REQUIRED**)
- Participation by an AEA consultant is preferred. (A math consultant or a consultant previously engaged in the CGI Teacher Development Academy is strongly recommended.) Each participating school should contact their AEA consultant or the Educational Services Director for their AEA and discuss how the AEA might support this initiative.

CGI TEAM (Maximum of 6, including principal)

Teacher's Name	Role/assignment

Principal/Building Administrator Name	Position

ASSURANCES
(4 points)

In order to be considered in this competition the district must assure that the following conditions will be in place. Either the superintendent or building administrator must commit to meeting these assurances by initialing each statement and completing the signature section.

1) Resources:

The school district must commit resources for necessary instructional materials for **each** participating teacher for **each** child in his/her class. The minimum number of manipulatives for each grade level is listed below:

*Kindergarten – at least 100 linking cubes per child
*1st grade – at least 50 linking cubes per child and base ten materials (at least 25 tens and 25 ones per child)
*2nd grade – base ten materials (at least 4 hundreds, 35 tens, and 25 ones per child)
*3rd-5th grade – base ten materials (at least 8 hundreds, 35 tens and 25 ones per child)

Ordering information will be provided to school teams selected to participate.

Assurance: Resources will be provided.
_____ Administrator's initials

2) Participants must implement the program as designed (required):

Only teachers trained in CGI should implement CGI methods in a classroom. No one will provide training in CGI unless they have acquired DE recognition to be a trainer.

Assurance: All team members will implement the initiative as designed. Only teachers trained in CGI will implement CGI. First year participants are not to train others in CGI.

_____ Administrator's initials

3) Full attendance and engagement in all training sessions (required):

Participating districts must agree to send each participant to every session. The training includes 5 days in the summer of 2007 and 2 days of follow-up sessions during the school year. Two additional days of follow-up will be provided for participating building administrators.

Assurance: All team members will attend all training days. Participants will submit logs and lesson plans as scheduled.
_____ Administrator's initials

4) AEA informed (required):

The AEA Educational Services Director has been contacted to discuss this application and the AEA role in supporting this imitative.

Assurance: _____was contacted regarding AEA consultation to this initiative. List AEA name

6) Signatures (required):

We agree that the team requesting application in this Academy will engage as described in the conditions of participation. The district will provide the supports listed in the condition of participation.

Principal Name Typed Phone Number Date

Principal Signature

Principal e-mail address

Superintendent Name Typed Phone Number Date

Superintendent Signature

The submission of applications may be sent via fax to Judith Spitzli 515.242.6025.

NOTE CHANGE:

Applications must be received at the Department by 4:30 P.M. on May 18, 2007.