



## Agreement Letter for STEM Teaching Fellows

2023-2024



Name: \_\_\_\_\_

School: \_\_\_\_\_

We are pleased that you are applying to be a part of the tenth cohort of STEM Teaching Fellows. If accepted into the STEM Teaching Fellows program, you are entering into an agreement with the Public Education Foundation, lead partner and fiscal agent, and the Southeast Tennessee STEM Innovation Hub, a partner of the Tennessee STEM Innovation Network. You will be expected to:

- Maintain full attendance at all sessions (Excused absences require the approval of the STEM Teaching Fellows coordinators)
- Arrive on time and stay for the full duration of the sessions
- Participate fully in program activities
- Take a leadership role in advancing STEM education at your school and in your community
- Participate in online knowledge sharing among the cohort

As part of the year-long professional learning program, STEM Teaching Fellows will:

- Attend the in-person summer institute in Chattanooga: **June 21-23, 2023**
- Participate in four day-long workshops during the school year (Sept, Nov, Jan, Mar)
- Complete a one day job shadow and submit documentation
- Complete a community partner project and submit documentation of the project
- Participate in a closing session in May 2024

As an acknowledgement of the time and commitment you are putting forth to this program, upon successful completion, you will receive a stipend. Failure to meet expectations as outlined above may result in non-remittance of the stipend.

**I, the undersigned, acknowledge the terms and conditions of participation in the STEM Teaching Fellows, if selected, and my signature indicates I intend to comply with all stated herein. I understand submission of this letter does not guarantee admission into the cohort and is part of the application process.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Support from your principal is critical to your success in this program. Therefore, we ask that your principal sign below acknowledging their understanding and support the program requirements listed above.

**I, the undersigned, authorize this educator to participate in the workshops, educational sessions, and collaborative projects included in the STEM Teaching Fellows program requirements. I understand submission of this letter does not guarantee admission into the cohort and is part of the application process.**

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Principal Name (please print)

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Signature of Principal

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Date

Please return signed form via email, fax, mail or Pony (Hamilton County only) to:

ATTN: Cliff Brittingham  
Public Education Foundation  
835 Georgia Avenue, Suite 400  
Chattanooga, TN 37402  
Email: [cbrittingham@pefchattanooga.org](mailto:cbrittingham@pefchattanooga.org)  
Fax: 423-265-9832