



*STEM Education Summit: Building a Coalition for  
Attracting and Retaining a Diverse STEM Teaching Workforce*

### Team Expectations

Should your team be accepted to attend the 2019 STEM Education Summit: Building a Coalition for Attracting and Retaining a Diverse STEM Teaching Workforce this March 22-24, 2019 at Xavier University, you will embark on a long-term commitment to systemic change. The following document describes what to expect if your team’s application is accepted.

**What to Expect Before the Summit**

Travel: Teams living more than 50 miles from Xavier University will receive airfare to New Orleans, LA and lodging for the duration of the summit arranged by the Smithsonian Science Education Center and paid for by Shell Oil Company. Eva Muszynski ([muszynskie@si.edu](mailto:muszynskie@si.edu)) will be in touch to gather the information needed to make those arrangements on your behalf.

Pre-Summit Webinars: Participants will be asked to attend pre-summit webinars to provide an overview and orientation to this initiative, the summit program, and the work they will be doing in March and beyond. These webinars will take place in the weeks leading up to the Summit, and will also be archived so that you may view them at a later date should you be unable to attend the live session.

Initial Contact with your Mentor: Your team will be assigned a mentor to support your work based on shared interest, expertise, and/or geography. Prior to the summit your team lead and mentor will be virtually introduced. We encourage you to reach out by email or schedule a conference call to better connect with them before arriving in New Orleans.

Pre-Summit Surveys: In the interest of collecting data that will be of use to your team and our initiative, you may be asked to complete a survey before arriving in New Orleans.

**What to Expect During the Summit**

Attendance at the Summit: The Summit will take place March 22-24, 2019 at Xavier University in New Orleans, LA. Participants should plan to be present for the following periods:

Friday, March 22, 2019	
4:00 – 5:00 pm	<b>Registration</b> Xavier University
5:00 – 8:30 pm	<b>Welcoming Remarks   Dinner   Summit Program</b>
Saturday, March, 23, 2019	

8:00 am – 5:30 pm	<b>Summit Program</b> Xavier University
6:00 pm	<b>Dinner</b>
<b>Sunday, March 24, 2019</b>	
8:00 am – 2:00 pm	<b>Summit Program</b> Xavier University

*Working as a Team:* During the Summit, teams will work with their mentor to create a logic model. This logic model will include an action plan and timeline. Mentors will support their team through this process including helping to identify SMART goals, strategies to implement change, indicators to measure impact, and realistic timelines to accomplish objectives in the following years.

Generally speaking, the Smithsonian and Shell Oil Company expect participants to:

- Commit to arriving on time, being present, and participate fully in the entire Summit.
- Share your contact information with your mentor so that they may stay in touch.
- Seek assistance when needed. Smithsonian and Shell staff, along with members of this project’s steering committee, will be present to help guide you and support your team if needed. Feel free to reach out to anyone whose expertise may support your group.
- Be aware of, support, and respect cultural differences within your team, throughout the Summit and for the duration of the initiative.
- Exercise patience when working with your team and other Summit attendees. We are tackling complex and emotionally challenging issues in a condensed amount of time.

**What to Expect After the Summit**

*Follow Up:* While the Summit is a crucial component of this work, what happens once teams return home is even more important. Mentors and team leads are tasked with staying in touch, following up, and sharing your progress with the Smithsonian Science Education Center at regular intervals through 2019. We recommend coming to consensus with your mentor on a realistic check in schedule that supports the group’s progress before leaving the summit. We ask that you keep that line of communication open as mentors are meant as a resource and impartial sounding board to support you.

In addition, the Smithsonian Science Education Center and Shell Oil Company are committed to this movement on a long-term basis. To measure impact and offer ongoing support, they will periodically request data and information of summit teams. Teams are expected to maintain a point of contact who is willing and able to offer timely responses to these requests.

*Reporting:*

1. Summit Evaluation – Participants will complete daily program evaluations during the summit culminating with a final evaluation of the experience before departing on

Sunday. Teams will also work with their mentor to submit a copy of the team's logic model with all pertinent goals and deadlines to the Smithsonian Science Education Center.

2. Quarterly Reports – For the remainder of 2019, we will provide mentors and team leads each with a Google form to structure the reporting of their progress. Reports are due on May 31, 2019, August 31, 2019, and December 13, 2019.
3. Annual Evaluation – At the conclusion of 2019 we will provide a Google form and ask that participants reflect on:
  - Most useful component of the summit experience
  - Challenges your team faced/overcame
  - Measurable impacts achieved
  - Lessons learned

Long-term data: We recognize change takes time and an impact may not be visible overnight. To that end, we may request data of the teams for the sake of the movement's metrics one, three, five or more years into the future. Teams commit to respond to those requests in a timely fashion to the best of their ability.

### **About the Initiative**

This STEM Education Summit is only one component of a larger initiative that began in 2015 when the Smithsonian Science Education Center in partnership with Shell Oil Company convened a group of education organizations from around the nation to share and discuss proven strategies that have improved the recruitment, retention and engagement of educators from diverse backgrounds. From this meeting, a Steering Committee was formed and areas of potential work emerged:

1. Develop a playbook for district-level systems change.
2. Implement district-level systems change.
3. Advance teacher leadership development.

Our ultimate goal for all of the work comprising this Initiative is to **diversify the STEM teaching workforce and improve leadership opportunities for diverse STEM teachers through district systems change**. We are working to achieve this goal and supporting other like-minded individuals such as those attending the summit through a variety of strategies outlined below.

**Attracting** diverse candidates to STEM teaching:

*Student interest in STEM:*

- Improve students' motivation and attitude toward STEM curriculum with STEM instruction.
- Integrate cultural competency training into existing PD so all teachers can understand and resolve challenges around bias and better serve STEM students from underrepresented populations.

*Pre-service teacher preparation:*

- Development of recruitment strategies of pre-service teachers from underrepresented populations to STEM teaching via traditional and nontraditional preparation programs.

Implementation of recruitment strategies of pre-service teachers from underrepresented populations to STEM teaching via traditional and nontraditional preparation programs.

*Equitable hiring practices:*

- Train existing administrative leadership to confront implicit biases and adopt inclusive hiring practices.

Increasing **retention** of STEM teachers from underrepresented populations:

- Increasing leadership opportunities for teachers from underrepresented populations while remaining in the classroom (by serving as mentors, board members, hiring committee members, department chairs, etc.)
- Increasing promotion opportunities for teachers from underrepresented populations to become administrative leaders.
- Increasing support for in-service STEM teachers from underrepresented populations.