

Tip Sheet for Application to Keeping Score

These tips come from direct feedback of selection committee members.

The Critical Basics:

- Have another teacher or principal proofread for grammar, spelling, clarity, and professional style.
- Organize the documents; double check them for order and include all required documents. (Don't forget the resumes.)
- Make the deadline.
- SPECIAL NOTE: Emphasis in your applications on the absolute commitment of the individuals to follow through for the entire year is critical. In these dire economic times, we absolutely cannot afford to expend resources on people ultimately unwilling to live up their commitments. You will find a list of commitments to which you sign your agreement. Some indication in the application of the awareness of that component and its importance would rate the team much higher than others.

The Finer Points:

- Be certain of the availability of each team member for the length of the project (i.e. check the dates, no planned job changes) to the best of your ability. This project is a full calendar year, May to May.
- Select a team that spans as many grade levels and populations of your school as possible.
- Answer questions completely in a way that demonstrates your interest and commitment to this project. For example, show that you have explored the KS website by referencing the information you found.
- Each team member can share further evidence of why this team should be selected. Avoid using the same answers on each team member's application. For example, on question 2 you are invited to share a successful integrated lesson. It is better to share quality, different lessons on each application than to tell about the same lesson on multiple applications.

The Finest Points:

For team members:

Question 1

- Go to the website
- Explore the sample lessons
- Pick one and tell how you would adapt it to fit your classroom, students and curriculum.
- Show your ability to find solid connections

Question 2

- Show off! Share your very best integrated lesson, but not the same lesson as your teammates.
- Tell about the learning that took place in each discipline. For example, what did students learn about visual art or music in your science or history lesson?
- How did your lesson impact students? Other teachers? Parents?

Question 3

- Savvy applicants will see this as an opportunity not only to tell about how they have collaborated, but also to impress the readers with another great example of how they have integrated a lesson.
- With whom did you collaborate? This could be teachers, but could also be your principal, a parent or community member.

Question 4

- Music teachers only, what do you believe about integration and your role in a school where it is valued?

For Principals:

- This is your opportunity to show off your selected team and your school to the best advantage.
- Why are these individuals the best team for your school?
- How will you provide opportunities for the team to share what they learned with the whole school?
- Demonstrate in this question that you understand the components and goals of Keeping Score and how they fit your goals for your students and school.