**EXPECTATIONS FOR STEM-E SPONSORS 2017-18**

*As faculty sponsor(s) of STEM-E at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School, I/we agree to the following:*

\_\_\_\_\_\_\_\_\_\_\_ Recruit students to join STEM-E; limit your group to 15 students; encourage Native

American students to join.

\_\_\_\_\_\_\_\_\_\_\_ Meet with STEM-E students in a formal meeting at least once monthly.

\_\_\_\_\_\_\_\_\_\_\_ Participate in online conferencing with other STEM-E sponsors.

\_\_\_\_\_\_\_\_\_\_\_ Develop an Incentive Allocation Plan.

\_\_\_\_\_\_\_\_\_\_\_ Spend the time necessary to implement the Incentive Allocation Plan.

\_\_\_\_\_\_\_\_\_\_\_ Encourage students to attend the fall & spring STEM-E conference, register

Students, and accompany them to the conference.

\_\_\_\_\_\_\_\_\_\_\_ Create opportunities for students to share their learning with peers, younger

students, parents, and/or community members.

\_\_\_\_\_\_\_\_\_\_\_ Share group activities on the web page ([www.stem-e.org](http://www.stem-e.org)) under “Collaboration”.

\_\_\_\_\_\_\_\_\_\_\_ Encourage students to enter the spring competitions; assist them in preparing

projects.

\_\_\_\_\_\_\_\_\_\_\_ Conduct practice sessions with students prior to the competitions.

\_\_\_\_\_\_\_\_\_\_\_ Complete all reports and submit them by the deadlines (conference registrations,

incentive allocation requests, end-of-year reports, etc.)

Brief sentence of how group will spend $500.00 this school year\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Signature(s) & Date

*Please check each blank, sign and return this form (****one per school****) to Caroline Williamson, 71 Worsham Drive, Waynesville, NC 28786* ***OR*** *scan the form and attach it to an email to* [*cwilliamson@wresa.org*](mailto:cwilliamson@wresa.org)

*Please keep a copy & email a copy to cwilliamson@wresa.org*