# Recommendation Form for (name of applicant)

First Section to be completed by the Applicant’s principal or content area supervisor

Second Section to be completed by an administrator in the Division’s central office (cannot be the same as the person who completed the First Section)

PLEASE COMPLETE THIS FORM, SIGN, SCAN, AND EMAIL TO [jean.weller@doe.virginia.gov](mailto:jean.weller@doe.virginia.gov) by no later than April 3, 2020.

## Background:

*The statewide cloud-based platform and repository for openly licensed education resources, #GoOpenVA, is now available to all Virginia educators. The purpose of #GoOpenVA is to create a community of practice where educators become confident in finding, adapting, creating, and evaluating high-quality open materials and requires teachers to have a “commons” mindset.*

*To support the ongoing development of #GoOpenVA, the Virginia Department of Education is seeking nominations for individuals who are qualified and available to serve on short-term Content Acquisition Committees. Nominees should be teachers, principals, administrators, curriculum specialists, or other educators who have knowledge of the following content areas: ES English, ES History/Social Sciences, ES Mathematics, ES Science, and K-12 World Language (other subject areas and grade levels will be included in later Committees). Content Acquisition Committee members will be asked to participate in a four-hour online course, attend two webinars, review and align 20 already existing resources to the Virginia Standards of Learning, edit and repost ten resources, and upload at least five additional new resources to the repository. All work will be conducted online starting April 22, 2020 and is to be completed by August 5, 2020.*

## First Section to be completed by the Applicant’s principal or

## content area supervisor

## Recommendation Questions:

Which of the above listed content areas is the applicant most qualified in (may be more than one):

Answer:

Has the applicant worked successfully as part of a team of other educators?

Yes/No/Unknown

Does the applicant have good communication skills, especially in writing?

Yes/No/Unknown

Does the applicant have enough technology background/skill to be comfortable working in an online environment?

Yes/No/Unknown

Does the applicant have a strong ability to stay focused on a task through to completion?

Yes/No/Unknown

NOTE ABOUT THE WORK APPLICANT WILL BE ASKED TO DO:

*Committee members who work outside of contract hours will be provided a stipend for time and quality of work.*

Will this applicant be working outside of contract hours?

Yes/No

Please sign below and provide your title:

## Second Section to be completed by an administrator in the Division’s central office (cannot be the same as the person who completed the First Section)

## CENTRAL OFFICE APPROVAL:

NOTE REGARDING THE LICENSING OF WORK CONDUCTED WITHIN THIS COMMITTEE: All resources created through this project will be openly-licensed with Creative Commons BY NC, meaning that the creator allows others to use, edit, remix, and reshare their resource, as long as they are credited with the original and the resource is not used for commercial purposes.

Is the applicant approved to work on the project and under the conditions cited in this recommendation?

Yes/No

Please sign below and provide your title: