**Lesson Study Summer Institute  
Registration**

**Please complete both pages of this form and submit by June 15.**

**Email:** [Tom@LSAlliance.org](mailto:Tom@LSAlliance.org)

**Payment is due July 14 by check or purchase order.** Submit to Lesson Study Alliance, 5055 S Dorchester Ave., Suite 305, Chicago IL 60615-3015. Our vendor number with the Chicago Public Schools is 97110.

**Description:** The Institute provides an introduction to teaching math through problem-solving (TTP) and to Lesson Study as a collaborative professional development approach. Teams are guided through the process of developing a plan for a TTP research lesson for the following school year.

School or organization name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name & phone number of primary contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Cost:** $2520 per team of 3 to 6 persons (4-5 is recommended)

Cost includes follow-up support for your research lesson during the school year. Teams outside the Chicago area should contact us at 773-888-3404 to discuss follow-up support.

Number of persons registering: \_\_\_

Total registration cost: \_\_\_\_\_\_\_\_\_

Persons registering – maximum of 6 (please mark an “x” next to the primary contact):

|  |  |  |
| --- | --- | --- |
| Summer email address (please type or print clearly) | Name | Title or grade level for 2023-2024 |
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**Lesson Study Summer Institute**

**Memorandum of Understanding**

*If you believe this form does not apply to you, or if you have questions, please call Tom McDougal at Lesson Study Alliance, 773-888-3404 to discuss it.*

Lesson Study Alliance is committed to promoting and supporting the effective use of lesson study to improve teaching and learning. To preserve the integrity of the process, we ask that each team member, and the school principal, commit to certain principles.

I. To confirm everyone’s awareness and commitment to those principles, we ask that each team member send an email to **info@LSAlliance.org** including the following:

Name  
Summer email address  
School name

and the following statement:

I understand that partial attendance by a member disrupts the work of the whole team. Therefore, I commit to participating fully in the Institute, August 7-11\*, including whole-group, team, and individual activities. (\*or Aug 8-10 for teams with prior experience with Lesson Study and Teaching Through Problem-solving)

II. We also ask that the **school principal** send an email message to **info@LSAlliance.org** with this statement:

As principal of [SCHOOL NAME], I will ensure that the team is able to complete its lesson study work during the following school year by providing release time as needed for all members so that the team can jointly observe the research lesson and discuss it afterwards (approximately 3 hours total).

III. **Follow-up support.** For teams in the Chicago Area, Lesson Study Alliance staff will facilitate the team’s research lesson during the school year, unless the team requests otherwise, including: facilitating a briefing before the lesson; observing the lesson and collecting data; moderating the post-lesson discussion; and providing final comments.

Our ability to support teams from outside the Chicago area is limited.   
Please call us at (773) 888-3404 to discuss.