

Application for STAFF REPRESENTATIVE
K-5 Mathematics Instructional Materials Adoption Committee
Seattle Public Schools

Seattle Public Schools (SPS) is evaluating instructional materials for K-5 mathematics. SPS will form an adoption committee made up of SPS staff, families, and community members. The committee will begin work in September 2021. If approved by the School Board, the new instructional materials will be used beginning in the 2022-23 school year.

K - 5 Mathematics Instructional Materials Adoption Committee Membership

The Adoption Committee will follow the board-approved adoption process. The committee will come to a consensus to make a recommendation for instructional materials. The committee will use objective evidence gathered during the process in accordance with Seattle Public Schools Board Policy. SPS plans to select an adoption committee that represents the diverse perspectives and experiences of Seattle Public schools, students, and families. To meet this goal the committee will be selected from educators and administrators that represent a range of buildings, experiences, and programs, and will include parents/guardians, community members, and the Adoption Committee coordinators.

Responsibilities of Staff Representative(s)

- Attend ALL scheduled meetings
- Review prospective materials
- Communicate to school community
- Represent your school community

Tentative Adoption Committee Meeting Dates

The committee will meet several times between September 2021 and March 2022.

Stage 1: Initial review and selection:

- Saturday, September 11, 9:00 a.m. – 3:00 p.m.
- Monday, September 20, 5:00 p.m. – 8:00 p.m.
- Monday, October 4, 5:00 p.m. – 8:00 p.m.
- Saturday, October 23, 9:00 a.m. – 3:00 p.m.
- Monday, November 1, 5:00 p.m. – 8:00 p.m.
- Monday, November 8, 5:00 p.m. – 8:00 p.m.
- Saturday, December 4, 2021; 9:00 a.m. – 3:00 p.m.
- Additional dates/times will be agreed upon by the Adoption Committee as needed

Stage 2: Final review and selection:

- Saturday, March 5 and March 12, 2022; 9:00 a.m. – 3:00 p.m.
- Additional dates/times will be agreed upon by the Adoption Committee as needed

For more information

To learn more about the K-5 Mathematics Instructional Materials Adoption Committee, please visit our web page:

https://www.seattleschools.org/academics/curriculum/alignment_and_adoption/curriculum_adoption/2021_math_K-5

How to Apply for the K-5 Mathematics Instructional Materials Adoption Committee

Our goal is for the adoption committee to include staff members who represent the diversity of Seattle Public Schools and who can provide valuable insight and perspective regarding the instructional materials provided for review. The staff members on the committee should bring an open mind, a passion about student learning in mathematics, and a willingness to engage in inquiry, meaningful dialogue, and collaboration throughout the adoption process.

Please complete the following application form and submit it to Elissa Farmer, Math Program Manager, as indicated. **The application deadline is Friday, July 16, 2021.** Applicants will be notified by email, if possible, or by phone no later than July 30, 2021.

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1. First and Last Name: _____
2. Email Address: _____
3. Home or Cell Phone: _____
4. Job Title: _____
5. School: _____
6. What is your current instructional area? Gen. Ed. Sp.Ed. ELL Adv.Lng./HCC
7. How many years have you worked in education? _____
8. How many years have you worked in Seattle Public Schools? _____
9. If you are a teacher, what grade level(s) do you teach? _____
10. In an effort to create an adoption committee that represents the diverse perspectives of Seattle Public Schools students and families, please check as many categories as apply.

- | | |
|-----------------------------------------------------------|--------------------------------------------------------------------|
| <input type="checkbox"/> American Indian or Alaska Native | <input type="checkbox"/> Native Hawaiian or other Pacific Islander |
| <input type="checkbox"/> Asian | <input type="checkbox"/> White |
| <input type="checkbox"/> Black or African American | <input type="checkbox"/> Other, please specify: |
| <input type="checkbox"/> Hispanic/Latino | <input type="checkbox"/> Prefer not to answer |

11. If I am selected to serve on the K-5 adoption, I understand the committee's purpose is to select the best instructional materials that meet the needs of all students across the district. As a participant, I understand my role is to remain open-minded and to give each set of materials equal and unbiased consideration (checking this box states your agreement).
12. I understand that acceptance to the Adoption Committee requires me to commit to all of the dates identified as well as additional dates mutually agreed upon by the committee (checking this box states your agreement).

All applications must be received by **June 22, 2021**. Thank you for your interest!

To complete your application, complete this page and the following page.

Applications may be

- Completed online through [MS Forms](#)
- Saved and emailed to erfarmer@seattleschools.org
- Printed and mailed to: Seattle Public Schools
Attn: Elissa Farmer MS-32-156
PO Box 34156
Seattle, WA 98124-1165

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13. Why are you interested in serving on the K-5 Math Instructional Materials Adoption Committee?

14. Please describe your experience with standards-aligned instruction in mathematics.

15. Describe your experience with and passion for closing the opportunity gaps and providing excellence in mathematics education for every K-5 student.

16. Please describe how you would apply your previous professional experience to your role as a member of the Math Instructional Materials Adoption Committee.

17. What skills, characteristics, or attributes do you have that would contribute to this committee's work?

18. Is there anything else you would like us to know about you?