

# PreK-12 Math Committee Charter

## Purpose(s)/Goal:

- Participate in a mathematics program review and adoption process for grades PreK-12.

## Basis for Establishment:

- Establish a focused, rigorous, and coherent mathematics instructional program to improve student achievement using the Common Core State Standards.

## Decision-Making Process:

- Advisory group to the superintendent; recommend math materials for grades PreK-12 to the superintendent.

## Plan of Work:

- Convene committee to discuss the work of the year
- Begin program review, including reviewing current state of materials time spent teaching mathematics, professional development support, etc.
- Conduct teacher perception survey, parent and student survey
- The committee will also take into consideration:
  - Students with disabilities, English Learners and Highly Capable Learners.
  - Online and open educational resource opportunities
  - Technology use/implications
  - Assessment system
  - Learning of Common Core State Standards-Mathematics
  - Recent research on best practices in mathematics
  - Feedback from staff, students and parents

## Dates/Agenda Items:

All meetings will be from 8:30 a.m. to 2:30 p.m. in Room 212 at the District Office. All committee members are expected to attend all eight days listed. (The weeks of Feb. 22-March 3 will be a time to collect perception data. No meetings are scheduled during this time.)

- November 25: Develop team norms, review the scope of the work, review research and data collected. Identify needs.
- December 17: Professional readings, develop belief statement(s), create screening tool.
- January 7: Study publisher's criteria, create recommendation form.
- February 20 and 21: Screen all available materials, select no more than three semi-finalists for further review; complete a domain trace.

- March 4: Publisher's presentations; complete bias screenings. Continue to examine semi-finalists.
- March 27: Final recommendation, complete proposal paperwork.
- April 22: Professional development planning, selecting dates for summer work.

These are not committee meeting dates, but are part of the process:

- February 22 to March 3: Staff/Parent/Student feedback on semi-finalists.
- June 16 to 20: Tentative dates being held for initial use summer professional development for all staff affected.

## **Members**

- One teacher representative from each elementary school, for a total of 14 – Two from each grade level with two additional teacher representatives from Special Education and/or Title 1
- One teacher representative from each middle school, for a total of four – one from each grade level with an additional specialist representative
- One representative from each high school, for a total of four – one from each math course
- Two school administrators, one elementary and secondary
- Two parent representatives, one elementary one secondary
- Early childhood (preschool) representative
- Charisse Berner, Director of Teaching and Learning - chair
- Jeanette Grisham, Assistant Principal/Principal on Special Assignment – co-chair
- 1 member from the executive team (ex officio)
- Total – 30

## **Responsibilities:**

- Communicate and make public all meeting agendas and minutes
- Communicate and make public findings from the review
- Make recommendations regarding mathematics materials for adoption to the superintendent, who will share with all stakeholders.

## **Timeline:**

- November 2013 - June 2014 (review and adoption) 8 days
- June 2014 – ongoing (summit team – subgroup)

## **Budget Implications:**

- Substitute reimbursement for staff committee members to meet
- This committee's recommendation will result in significant budget allocation requirements for the purchase of math materials as well as supporting professional development.